

**Minutes of a meeting of the Leisure Services Committee held at the Oakwood Centre
on Tuesday 3 June 2025 at 8:00 pm**

Present: *Councillors D. Smith (Chairman); D. Bragg; Y. Edwards; D. Errawalla;
M. Firmager; K. Gilder; C. Jewell; M. Kennedy; V. Lewis; P. Singh*

Officers present: *K. Murray, Town Clerk; M. Filmore, Deputy Town Clerk;
E. Whitesmith, Leisure Services Manager*

Also present: *Councillor R. Horskins (Virtual Attendance)
1 member of the public*

1. **APPOINTMENT OF CHAIRMAN AND VICE CHAIRMAN**

The Town Clerk asked for nominations for the position of Chairman of the Leisure Services Committee for the 2025/26 municipal year.

It was proposed by Councillor Bragg, seconded by Councillor Gilder, and

RESOLVED:

- ♦ That Councillor Smith be appointed to the position of Chairman of the Leisure Services Committee for the 2025/26 municipal year.

Voting: For: 9 Against: 0 Abstentions: 0 No Vote Recorded: 1

It was proposed by Councillor Bragg, seconded by Councillor Lewis, and

RESOLVED:

- ♦ That Councillor Firmager be appointed to the position of Vice Chairman of the Leisure Services Committee for the 2025/26 municipal year.

Voting: For: 8 Against: 0 Abstentions: 1 No Vote Recorded: 1

2. **APOLOGIES FOR ABSENCE**

There were no apologies for absence received from Members.

3. **DECLARATIONS OF INTEREST**

There were no declarations of interest received from Members.

4. **MINUTES OF THE MEETING HELD ON 25 MARCH 2025**

It was noted that the basketball net, which had been requested for the outdoor basketball hoop in Woodford Park, had now been replaced.

RESOLVED:

- ♦ That the minutes of the Leisure Services Committee meeting of 25 March 2025 be approved and signed by the Chairman as a correct record.

5. **ACTIONS / FOLLOW UPS**

Members noted the update on the actions and follow ups from previous meetings, as provided in the agenda.

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In relation to the previous request for the potential re-installation of a graffiti wall in Woodford Park, and in acknowledgement of the fact there had been no specific public demand for this, the Committee agreed this should not be added to the Council's project list at this time. It was recommended a potential graffiti wall could be considered by a Youth Council, should one be setup by the Council, in the future.

6. BUDGETARY CONTROL

Members reviewed the Budgetary Control report.

It was noted that income in relation to Woodford Park appears high due to several donations towards memorial benches which had been purchased

RESOLVED:

- ◆ To note Report No. LS 14/25.

7. WOODFORD PARK LEISURE CENTRE, SPORTS DEVELOPMENT AND ACTIVITIES

The Leisure Services Manager presented Report No. LS 15/25.

Members congratulated the Leisure Services Manager and the leisure centre team for the continued success of the Family Racket Attack sessions during school holidays.

It was noted that, whilst the paddling pool is planned to be closed for the year on the 6th September, the closing date can be pushed back if weather continues to be good into September.

RESOLVED:

- ◆ To note Report No. LS 15/25.

8. PARKS AND BUILDINGS

The Town Clerk presented Report No. LS 16/25.

RESOLVED:

- ◆ To note Report No. LS 16/25.

9. ALLOTMENTS

The Town Clerk presented Report No. LS 17/25 regarding matters at the Reading Road allotment site.

The Town Clerk confirmed to Members that, following the decision of the Committee at their last meetings, the charging of deposits was currently on hold.

Following a query regarding responsibility for the management of trees and bushes overhanging the highway, the Town Clerk confirmed that the Town Council was responsible for trees situated on the allotment site itself, whilst hedge row alongside the site was the responsibility of the local authority.

It was noted that a Town Council representative was due to be appointed to the Allotments Tenants Committee at the next Full Council meeting.

In relation to the recommendations made in Councillor Kennedy's supporting report, provided as an appendix to Report No. LS 17/25, it was agreed that setting up a specific Allotments Sub Committee would not be required in light of how active the existing tenants committee is. It was also agreed a specific Town Council run annual meeting for tenants was not required as the existing tenants committee AGM takes place in council premises, with officers in attendance and Councillors free to attend.

RESOLVED:

- ♦ To note Report No. LS 17/25.

10. **FRIENDS OF WOODFORD PARK UPDATE**

Members noted the update report from the Friends of Woodford Park (FoWP), provided at the meeting.

In relation to the FoWP no longer maintaining the garden of remembrance, the Town Clerk confirmed this had been the arrangement for some time. He advised that it was difficult to have both two groups, ie the FoWP and Council Staff, maintaining the same area. It was noted this issue had not been raised at the last meeting between FoWP and Officers, with the Town Clerk stating he would bring it up.

11. **FUTURE AGENDA ITEMS**

There were no future agenda items raised by Members.

12. **PUBLICITY AND WEBSITE**

There were no publicity and website items raised by Members.

The meeting closed at 8:43 pm
