



## Winnersh Parish Council

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### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 6<sup>th</sup> JULY 2010 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs E Cooke (Chairman), F Breedlove, J Peffers, J Southgate, J Wakefield.

In attendance: Clive Hudson (WPC Clerk)

#### **1 APOLOGIES**

**1.1** Cllr J Plant

#### **2 CLERK'S REPORT**

**CLERK'S REPORT as at 6.7.10 Update on items since the meeting of 01.06.10**

##### **Play Area/Recreation Ground**

WRFC finished their evening training sessions last week. There have been no further problems regarding car parking.

The Clerk had the bollards repaired at the car park in readiness for the fete. Further repairs and servicing are required for the other bollards. One bollard at the car park has been bent and is no longer working. The Committee authorised £500 to be spent to replace this bollard, but asked the Clerk to check whether a better price can be obtained from another supplier.

This is to be paid from the Unscheduled Maintenance budget.

**ACTION: Clerk**

Southern Gas Networks have nearly finished their work on Mole Road. They are still connecting the new pipework to the old system.

Park Leisure have been out to confirm the safety of the Gym equipment.

There appears to be a noticeable increase in litter on the field.

The Clerk will ask the Caretaker to do a litter pick of the hedge along New Road.

**ACTION: Clerk**

A large bough has broken off one of the beech trees in the copse along Bearwood Road. Paul Bennett undertook emergency work to make the tree safe and remove the fallen wood. The Clerk has asked Nick Robins to do an urgent safety check on all the trees in this copse.

## **Pavilion**

A section of Pavilion fence has been broken again. The caretaker has repaired it. The Committee noted the damage to the fence and decided to keep a note of further problems, with a view to considering replacing the fence at some point in the future if necessary. The Pavilion clock is being repaired.

## **Main Hall/Offices**

The Cisternisers in the hall and the pavilion have been checked by the manufacturers. Both are now working properly.

A couple of segments of the floor came loose and were lost over the weekend. A temporary repair has been made. The Clerk is consulting with Alan Bell to see whether extra work needs to be done in preparation for the floor re-seal.

The screws on 2 of the fire doors have worked loose. The Clerk has taken advice on the best way to repair the doors and is instigating repairs.

## **Allotments**

The problem manure has been removed from the allotments. All available plots are now taken or under offer. Les Moody has conducted the first adjudication of the allotment competition.

## **3 MATTERS ARISING**

- 3.1** The committee asked the Clerk to have repairs made to the door stops for the external bar doors. **ACTION: Clerk**

## **4 R & A BUDGET**

### **4.1 To discuss the current budgetary position**

The Committee noted the current budgetary position and the amounts still available in the Internal Decoration and Hall Floor Reseal budgets.

## **5 REFERRALS FROM COUNCIL AND OTHER COMMITTEES**

- 5.1** none

## **6 ALLOTMENTS**

- 6.1** The Committee discussed WBC's outline proposal for the whole field on Reading Road to be used for allotments. The committee discussed the impact of the proposal on the rent paid to WBC and the potential knock-on effect to allotment holders. The Committee discussed the claw-back clause suggested for the allotments and its implications in relation to the set up costs of any new plots. The Committee asked the Clerk to write to WBC expressing its agreement in principle with the proposals for the lease of the current and proposed allotment land on Reading Road. **ACTION: Clerk**  
The Committee asked the Clerk to make further investigation into the costs of setting up new plots and the laying of water pipes to them. **ACTION: Clerk**

6.2 The Committee **RESOLVED** to keep the annual rental charges for allotments unchanged for 2010-11.

6.3 The Annual Inspection of the allotments will be undertaken at the end of August by Cllrs Plant and Cooke. **ACTION: Clerk**

## 7 **FIELD AND PAVILION HIRING**

### 7.1 WRFC 201-11:

The Committee **RESOLVED** to increase the fees charged to Winnersh Rangers FC for the 2010-11 season by 1%. This is in line with the charges made to other hirers. The Committee discussed WRFC's estimated usage of the field and pavilion for 2010-11 and **RESOLVED** to base WRFC's charges for the coming season upon this estimate. The committee noted that in 2009-10 WRFC's actual usage of the field had been very close to its pre-season estimate.

7.2 The Committee discussed and confirmed the principle that the parish council would charge for the organised use of the field.

7.3 The Committee discussed the recent hiring of the field and hall by Reading Rangers FC and asked the Clerk to write to them expressing the Council's concern over the marshalling of the field during their event. **ACTION: Clerk**  
The Clerk was asked to inform the Committee in advance of any ad hoc hirings of the field. **ACTION: Clerk**

## 8 **UPDATES ON VARIOUS PROJECTS**

### 8.1 Pavilion Café:

The Committee discussed the Café proprietors' request to instal wi-fi capability into the pavilion. The Committee agreed in principle that this could be done at the proprietors' expense, but the council is to reserve control over any physical changes which might affect council property.

The FAO will continue to monitor the Café's use of water, electricity and waste facilities.

**ACTION: FAO**

The Clerk reported on the options available to use the Café as a source of information to the public. The Committee **RESOLVED** to authorise £100 from the Miscellaneous budget for a leaflet rack and suggestion box to be put in the Pavilion. **ACTION: FAO**

### 8.2 WPC Signage:

The Clerk presented some suggestions and guideline prices for improving the signage at the Community Centre. The Committee **RESOLVED** to authorise replacement CCTV signage as a priority, from the Miscellaneous budget. **ACTION: FAO**  
Other signage will continue to be reviewed.

### 8.3 Bearwood Recreation Ground benches and bins:

The Clerk presented the options for replacement benches and waste bins.

The Committee decided to leave the bench near the car park in situ until it needs to be moved as part of the Car Park extension. The Clerk will ask Nick Robins to move the bench in front of the Community Centre so that it offers a clear view across the field.

The Committee discussed additional waste bins. The Committee **RESOLVED** to allocate £400 from the Miscellaneous budget for the purchase of two bins. One bin will replace the damaged bin in front of the pavilion and the other bin will be situated near the hard-core basketball court. **ACTION: Clerk & FAO**

The need for further bins can be reviewed at a later date.

#### 8.4 Main Hall redecoration:

8.4.1 The Committee noted that 4 folding tables in the hall have broken beyond repair. The Committee **RESOLVED** to authorise the purchase of 4 replacement tables at £85 each, from the Internal Decoration budget. **ACTION: Clerk & FAO**

8.4.2 The Committee **RESOLVED** to authorise the purchase of 1 replacement chair trolley at £50, from the Internal Decoration budget. **ACTION: Clerk & FAO**

8.4.3 The Committee **RESOLVED** to authorise £400 for the dry cleaning of the main hall curtains, from the Internal Decoration budget. The Clerk will liaise with the dry cleaners over the practicalities of this measure. **ACTION: Clerk**

8.4.4 The Committee noted the F&GP recommendation for silver foil to be put behind radiators on external walls as an energy saving measure. The Clerk presented estimates for this work. The Committee **RESOLVED** to authorise £500 for this work, to be taken from the Internal Decoration budget. **ACTION: Clerk & FAO**

#### 8.5 Pavilion/WRFC:

The Clerk presented quotations for boot scrapers for the pavilion. The Committee **RESOLVED** to authorise the purchase of 2 boot scrapers at £80 each, from the Miscellaneous budget. **ACTION: Clerk & FAO**

#### 8.6 Car Park extension:

The Clerk reported on discussions he has had with the WBC Planning Department, Tree Officer and Conservation Officer. Any formal plans will need to include a tree survey to show the impact of the project on affected and neighbouring trees. The Clerk has booked an appointment with a specialist company to discuss the costs and scope of such a survey.

### 9 CORRESPONDENCE

9.1 item 7; The Clerk reported on comments received following the raising of the zipwire seat for safety reasons. The Clerk is to consult with ARD to see whether any measures can be taken to improve access onto the seat without compromising safety.

**ACTION: Clerk**

### 9 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

9.1 The Committee asked the Clerk to follow up the options for changes to the external water tap on the Community Centre. The Committee noted that only one very minor incident of unauthorised use had occurred recently. **ACTION: Clerk**

## **10 TIME AND DATE OF NEXT MEETING**

**10.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 7<sup>th</sup> September 2010** at 7.45 p.m. in the John Grobler Room.

The meeting finished at 9.58p.m.

## **APPENDIX 1**

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 6 July 2010**

- 1 Glasdon Product Exhibition, 6 & 7 July 2010
- 2 Biffa, reminder to produce Transfer Notes
- 3 Broxap Ltd; prices for litter bins
- 4 Wicksteed playscapes, product leaflet
- 5 All-in-One Security products – 1<sup>st</sup> quote for bollard repairs
- 6 SMS – legionella certificate of analysis
- 7 Mrs McMaster – comments re zipwire swing
- 8 LCR magazine, Spring 2010 – extract re allotments
- 9 Gopak; price list for replacement tables
- 10 Estimates for Wi-Fi in the Pavilion
- 11 Ecohouse; leaflet re solar energy panels

#### **Correspondence received since the issue of the agenda for the meeting of 6 July 2010**

- N1 Landscape & Amenity magazine, June 2010
- N2 ARD Monthly Inspection Report, June 2010
- N3 C&D Facilities & Playground Maintenance Ltd, introductory letter
- N4 Play & Say Day, meet the manufacturers day, 28 July 2010
- N5 Arborfield Arborcultural, re tree survey for Mole Road car park
- N6 Nick Robins; quote for moving benches on Recreation Ground
- N7 Nick Robins; cost of buying and installing 4 football post sockets