



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 1ST MARCH 2011 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs J Plant (Chairman), E Cooke, D Green, J Peffers, J Southgate,
J Wakefield.

In attendance: Clive Hudson (WPC Clerk), Mrs S De Groote (WPC FAO).

1 APOLOGIES

1.1 Cllr F Breedlove.

2 CLERK'S REPORT

CLERK'S REPORT as at 1.3.11 **Update on items since the meeting of 01.2.11**

Play Area/Recreation Ground

Some wear and tear to the gym equipment has been reported. Park Leisure are making repairs. ARD express concern regarding the undulations of the grass matting in the 'old' play area. The Clerk reported on initial estimates for repairs. Councillors will view the matting around the Kompan Elements Edge Unit and the Clerk will seek further clarification on the options and costs for repair work.

ACTION: Councillors & Clerk

New picnic benches and seats have been ordered. Nick Robins will hold the equipment at his site until the installation date.

One car park bollard is inoperable. The Clerk will investigate options for repair of the bollard.

ACTION: Clerk

Pavilion

The shed has been taken down. It is being re-assembled in the space near the office staircase. WRFC have been contacted regarding litter on the field and tidying up the changing rooms' area. A small crack has been reported in a changing room window. The caretaking staff will monitor the situation.

Main Hall/Offices

The replacement of the hall floor is complete.

Portable Appliance Testing is complete. The electricians have checked the main supply box to the Community Centre, which was found to be at fault when power was lost earlier in January. The electricians report suggests repairs to be made as soon as possible. The Committee **RESOLVED** that £460 be allocated from the Miscellaneous budget for these repairs.

ACTION: Clerk

Air blocks have again been cleared in the cold water supply to the ladies and disabled toilets. The external water tap has been replaced.

The Community Centre/Pavilion drains were blocked again last week. The caretakers managed to clear the blockage. The staff are concerned that two blockages have occurred in a few weeks. The blockages include blue paper hand towels. The FAO will cost up new warm air hand driers, and will report this information back, along with the costs of blue paper towels.

ACTION: FAO

Allotments

Repairs have been made to the split water pipe at the allotments and other pipes checked for leaks.

A review of the allotments is due soon. The Clerk and Cllr Cooke will liaise to arrange a date for the spring inspection.

ACTION: Cllr Cooke, Clerk

3 MATTERS ARISING

3.1 none

4 R & A BUDGET

4.1 To discuss the current budgetary position

4.1.1 The Clerk confirmed that there have been no more breakages of toilet seats in the Community Centre since the new seats have been installed.

4.1.2 Community Hall Floor

The Committee discussed the expenditure on the hall floor and the ongoing maintenance regime. The Clerk presented an estimate for the cost of a cleaning machine suitable for the new floor. The Committee acknowledged the necessity of the ongoing maintenance of the floor. The Committee asked the Clerk to find quotations for similar machines. The Committee **RESOLVED** to authorise up to £2050 for the purchase of a cleaning machine and for the Chairman and Vice-Chairman of R&A to approve the model.

ACTION: Clerk, Cllrs Plant & Cooke

5 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

5.1 From F&GP: Review of Allotment Charges

The Committee discussed the fixed costs for the allotments. The significant increase in the cost and usage of the metered water and the potential increase in the ground rent of the allotments were noted. The Committee discussed these costs and

concluded that an increase in allotment charges of around £10 per plot would be necessary over the next 3 years to cover the increased expenditure.

The Committee asked the FAO to send out a newsletter to allotment holders to give advance notice of these increases, including a rise this October of £3 per plot, £1.50 per half plot, and also give notice of the spring allotment inspection. An invitation to exhibit crops at the fete can also be included. **ACTION: FAO**

6 COMMUNITY HALL FLOOR

6.1 see Item 4 above.

7 PAVILION

7.1 Cllr Cooke reported on discussions with the Café proprietors. Cllr Southgate will meet the proprietors to discuss fine details of finances. The FAO will liaise regarding financial reporting and she and Cllr Cooke will liaise regarding general matters.

7.2 The Committee considered the Café's written request to install an extractor hood unit in the pavilion kitchen. The Committee **RESOLVED** to permit the Café to make the change, as stated in their letter, at their expense, subject to the Café being responsible for the reinstatement of the kitchen facilities at the end of their contract. The Clerk was asked to write to the Café confirming this decision. **ACTION: Clerk**

8 S106 CONTRIBUTIONS

8.1 The FAO reported that the new tables and benches are expected later this week and will be stored by Nick Robins until installation is possible.

8.2 The Committee discussed the S106 allocations for future years. The Committee suggested consulting with young people locally to discover their preferences for play equipment, with a target of implementing the installation of new equipment in the spring of 2012.

9 LITTER PICK 2011

9.1 The Committee discussed the details for the WBC Litter Pick 2011. The litter pick will take place on Sunday 3 April between 10.30am and 12.30pm. Cllr Plant will liaise with Sainsbury's regarding the use of their car park as a base.

ACTION: Cllr Plant

Cllr Southgate will put the details of the litter pick on the website, when known.

ACTION: Cllr Southgate

10 MARKETING OF THE BAR AREA

10.1 The Committee discussed the naming, pricing and marketing of the Hall and Bar Area as joint and separate areas. The Committee **RESOLVED** to rename the Hall as 'The Winnersh Hall' and the Bar Area as 'The Sindlesham Room'.

11 HIRING CHARGES 2011-12

- 11.1** The Committee discussed the hiring charges for the joint and separate hiring of the The Winnersh Hall and The Sindlesham Room. The FAO presented a suggested scale of charges relative to other halls in the area.

The Committee **RESOLVED** that at weekends The Winnersh Hall and The Sindlesham Room would only be hired out as a combined booking, with the exception that The Sindlesham Room could be booked separately within 6 weeks of the hiring date if no previous booking had been taken for the combined rooms. The minimum hiring period for either room would be 2 hours.

The Committee **RESOLVED** to adopt the revised scale of charges for The Winnersh Hall, The Sindlesham Room and the John Grobler Room. The charges for the Allnatt Pavilion remain unchanged.

- 11.2** The Committee discussed the charges made to the regular hirers. The principle of the discussion was to establish the charges relative to the published hiring rates set in 11.1 above, subject to any discounts which may be applicable. The Committee discussed and **RESOLVED** the hiring charges for each of the regular hirers in turn. The FAO was asked to write to each of the hirers with the details of their hiring charges for 2011-12. **ACTION FAO**

12 CORRESPONDENCE

- 12.1** Item 3; The Clerk summarised the information on the Arborfield litter pick.

Item N2; The Committee noted the inventory of the Pavilion electrical equipment. The Committee asked the FAO to liaise with the café to arrange the completion of the final details of this inventory. **ACTION: FAO**

13 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 13.1** The Committee discussed the practicalities of an article in the local press regarding the new hall floor. The FAO will liaise with Winnersh Ballroom, as the Community Centre's longest running hirer, and the Wokingham Times, to create a press release regarding the installation of the new hall floor. **ACTION: FAO**

14 TIME AND DATE OF NEXT MEETING

- 14.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 5th April 2011** at 7.45 p.m. in the John Grobler Room.

The meeting finished at 10.20p.m.

APPENDIX 1

Correspondence received prior to the issue of the agenda for the meeting of 1 March 2010

- 1 SLCC Forum; use of hydrofluoric acid to burn 'tags' onto glass
- 2 Prue Bray; suggestions for renaming of The Bar area
- 3 Arborfield PC; newsletter extract re WBC Litter Pick
- 4 Nick Robins; prices to install (S106) seats and benches
- 5 WBC; Local Amenity schedule 2011-12
- 6 Wicksteed Playscapes; swing leaflet
- 7 Berkshire Pest Control; allotment baiting summary and Change of Name to Pest UK
- 8 ARD; February 2011 playground report

Correspondence received since the issue of the agenda for the meeting of 1 March 2010

- N1 Pavilion Café; request extractor hood in Pavilion kitchen
- N2 Pavilion Café; electrical loading of equipment
- N3 ARD; quotations for repairs to play area grassmatting