



## 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> DECEMBER 2011 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs J Plant (Chairman), F Breedlove, E Cooke, D Green, I Shepherd-Dubey,  
J Southgate.

In attendance: Clive Hudson (WPC Clerk).

#### 1 APOLOGIES

1.1 Cllr L Lainsbury.

#### 2 CLERK'S REPORT

**CLERK'S REPORT as at 6.12.11**                      **Update on items since the meeting of 01.11.11**

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

Record RSS have inspected the BLF play equipment. They will have to do a separate investigation into the problem with the roundabout, since the mechanism is underground. The access gate from the car park to the field has been repositioned. There have been no further problems with the bollards. There caretaker has removed a duvet and bottles from the copse near the basketball pitch.

##### **Pavilion**

The CCTV camera on the end of the pavilion has been replaced. The contractors warn that the cabling to the cameras is showing signs of wear.

A suggestion has been made to put paving slabs on the field opposite the entrance to the Pavilion. The boot scrapers can be put on the slabs during WRFC matches to help keep mud off the pathway and out of the Pavilion and Main Hall. The Committee **RESOLVED** to authorise £150 for slabs and ballast for the work.                      **ACTION: Clerk / Caretaker**

## **Main Hall/Offices**

The jet spraying of the drains has taken place and information received regarding permanent repairs. Further jet spraying of the drain between Pavilion House and the car park may not be possible because of the nature of the construction materials of the drain. A quotation for repairs to the drain has been received.

The Intruder Alarm at the Community Centre has been serviced.

Electricians have been called in to look at some light switches in the Main Hall. Repairs are due to be made later this week.

Office broadband: we are awaiting the final handover of the domain to Plusnet.

There was some damage to the gents' toilets last week. Repairs were completed on the same day. The Committee discussed the situation and instructed the Clerk to charge the hirer for the repairs.

**ACTION: Clerk / FAO**

## **Allotments**

Some serious damage was done to some sheds and equipment over the weekend of 12/13 November. The police have been informed and have supplied some information packs for distribution to ploholders. The Clerk will put up copies of the information at the allotments and hard copies will be available from Cllrs Green, I Shepherd-Dubey and the Office.

**ACTION: Clerk**

## **3 MATTERS ARISING**

**3.1** none

## **4 R & A BUDGET**

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

The Committee noted the monies available for repairs.

The Clerk confirmed that the £9000 for the Winnersh Meadows project had been paid.

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

**5.1** none

## **6 ALLOTMENT**

**7.1** The Committee confirmed that the water can be turned off for the winter. Cllr I Shepherd-Dubey presented a report on the maintenance work on the allotments, an update on the recent vandalism, and a summary of plots not being worked fully.

The Clerk was asked to continue trying to contact the owner of plot 24.

Lengthy discussions took place regarding the actions of a ploholder on some of the trees on the allotments. The Clerk was asked to write to the ploholder regarding the costs and implications of his actions.

**ACTION: Clerk**

**7.2** The Committee considered the options for replacing the taps at the allotments. The Committee **RESOLVED** to authorise £690 for the repair, using vandal-proof taps. New tap keys will be issued to each ploholder upon completion. The Committee asked that the support posts for the taps be replaced if necessary. **ACTION: Clerk**

## 8 CHRISTMAS LIGHTS

- 8.1 Cllr Plant reported on the plans for the Christmas Lights event. She reported that stallholders will be arriving from 4.00pm and asked councillors to arrive by 5.45pm. Some new electrical equipment will be required for this year's event. The Committee **RESOLVED** to authorise the following expenditure:  
Cllr Grimson; £116 for electrical equipment  
James Newman; £72 for replacement lights  
Cllr Plant; £72 for publicity and refreshments  
This expenditure is to be taken from the R&A Miscellaneous budget.

The Committee expressed its thanks to Nick Robins for his help in putting up the lights.

## 8 LITTER PICK 2012

- 8.1 The Litter Pick is confirmed for the morning of Sunday 25 March 2012.  
Cllr Green will contact Sainsburys regarding the use of their car park.  
**ACTION: Cllr Green**  
The Clerk will contact the cubs and brownies and Community Wardens with preliminary information.  
**ACTION: Clerk**

## 9 EXTERNAL TOILETS

- 9.1 Cllr Plant gave a verbal report on the findings of the councillors looking into this project. Their suggestion was to reconsider allowing public access to the disabled toilet in the main hall.  
A lengthy discussion took place regarding the various options for toilets and the practical issues which the external toilet facility is meant to solve.  
The Committee asked the councillors to review the possibility of installing a toilet, with disabled facilities at a basic level, in the scoreroom area of the pavilion.  
**ACTION: Cllrs Plant, Cooke, I Shepherd-Dubey**  
£8000 will be requested for the 2012-13 R&A budget for the external toilet project, pending a final decision on the project.  
**ACTION: Clerk**

## 10 R&A PROJECTS 2011-12

- 10.1 A discussion took place regarding signage and information received from the sign-writers. The Clerk was asked to contact the WBC Planning Department for clarification on the need for planning permission for the proposed signs.  
**ACTION: Clerk**
- 10.2 The Committee considered the quotations for the works to the pathway in front of the main hall and **RESOLVED** to accept the quotation from Sherwood Bros.  
**ACTION: Clerk**

**10.3** The Committee considered the quotations for the repairs to the community centre chairs. The Committee **RESOLVED** to accept the quotation from H S I Construction. The Clerk will liaise with H S I regarding the timescales for doing the repairs in instalments. **ACTION: Clerk**

**10.4** The Committee considered the quotation from Record RSS for the repairs to the BLF playground equipment. The Committee **RESOLVED** to authorise the repairs. **ACTION: Clerk**

**10.5** The Committee considered the quotation for the repairs to the drain in the car park. The Committee **RESOLVED** to accept the quotation and that £550 should be allocated to the 2012-13 Budget for these repairs.

**10.6** The Committee considered the option of cleaning the John Grobler room and Office carpets in-house. The Committee **RESOLVED** to authorise £161 for the purchase of carpet cleaning equipment.

## **11 R&A PROJECTS 2012-13**

**11.1** The Committee confirmed that the scheduled external decoration of the Community Centre should be included in the list of projects. The Clerk suggested that some provision for the repair of play and sporting equipment might be included.

A revised list of possible projects is:

- External toilets (£8000)
- External decorations (£4000)
- Refurbish Main Hall chairs (£5300)
- Drain Repairs (£550)
- Car Park extension

**11.2** The Committee noted the S106 monies allocated to the Council. This will be an agenda item for the next R&A meeting. **ACTION: Clerk**

## **12 CORRESPONDENCE**

**12.1** The Committee looked briefly at the correspondence.

Item 5; re Intruder Alarm System, will be presented to the next R&A committee meeting. **ACTION: Clerk**

## **13 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

**13.1** none

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

**14.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 3<sup>rd</sup> January 2012** at 7.45 p.m. in the John Grobler Room.

The meeting finished at 11.00 p.m.

## **APPENDIX 1**

### **Correspondence received prior to the issue of the agenda for the meeting of 6 December 2011**

- 1) Allerton Upholstery; quote for refurbishment of chairs
- 2) HSI; quote for refurbishment of chairs
- 3) Les Moody; confirmation that he will judge allotment competition, 2012
- 4) ADT; re-confirmation of change of keyholders
- 5) ADT; quote for replacement of intruder alarm system
- 6) WBC; confirmation of renewal of Premises Licence
- 7) PRS/PPL ; music licence information
- 8) ARD; November playground report
- 9) RSS; quotation for repairs to BLF playground equipment
- 10) Gopak; product leaflet
- 11) Tony Howells; allotment tidy-up update
- 12) H&J Construction; quotation for replacement taps at allotments

### **Correspondence received since the issue of the agenda for the meeting of 6 December 2011**

- N1 BT; confirm takeover of phone service from 6 December 2011
- N2 TVP; Allotment Watch leaflets
- N3 Tony Howells; no further voluntary work at the allotments
- N4 Landscape & Amenity magazine; November / December 2011
- N5 Community Wardens; sickness, cannot attend Christmas Lights
- N6 H&J Construction; quote for repairs to drains