



## Winnersh Parish Council

Winnersh Community Centre  
New Road, Sindlesham, Wokingham  
Berkshire RG41 5DU  
Phone/Fax 0118 978 0244  
e-mail [recreation@winnersh.gov.uk](mailto:recreation@winnersh.gov.uk)  
[www.Winnersh.gov.uk](http://www.Winnersh.gov.uk)

### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 6<sup>th</sup> MARCH 2012 IN THE JOHN GROBLER ROOM

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

In attendance: Clive Hudson (WPC Clerk), 1 member of the public.

#### 1 APOLOGIES

1.1 Cllrs F Breedlove, L Lainsbury.

#### 2 CLERK'S REPORT

**CLERK'S REPORT as at 6.3.12**                      **Update on items since the meeting of 07.02.12**

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

Record RSS have made repairs to the BLF equipment. A quote for repairs to the roundabout has been received. The Committee **RESOLVED** to accept the quote from RSS (see correspondence item 8) and authorised the repair of the roundabout. RSS will also be asked to make further adjustments to a play area gate.                      **ACTION: Clerk**

Small parts have been ordered for the Kompan Elements unit.

The Clerk has sent off the planning application for the signs at the entrance to the car park.

Confirmation of fees is awaited.

Repairs to the path outside the Community Centre are complete.

The 3 birch trees have been felled. Three replacement birches have been planted. The oak tree will be felled soon and a replacement tree planted.

Complaints have been made to the police regarding illegal parking on Mole Road at weekends.

WRFC have requested to train on Tuesday, Thursday and Friday evenings from the beginning of April.

##### **Pavilion**

PAT testing of electrical items has taken place.

## **Main Hall/Offices**

Repairs to the central heating system are now complete. The intruder alarms sounded 2 weeks ago; false alarm. ADT were called in and the system put on test for two weeks. No fault has been found. The Committee noted that the ADT call out fees include an element for a night-time call out.

Dates for the reconfiguring of the office computer system are being considered. The office reorganisation / archiving is partially complete. PAT testing is complete.

Repairs to the first batch of chairs are due to start this week. The Committee confirmed that the sample colour supplied by the hirer is correct.

Karcher have been out to test the carpet cleaning attachment. It is unsuitable for purpose and is due to be returned. WPC is still in possession of the original cheque for payment. The Committee considered alternatives for carpet cleaning equipment and **RESOLVED** to authorise the Clerk and FAO to purchase a suitable alternative kit up to the equivalent cost of the Karcher kit.

The Committee discussed a request from the Caretaker for two doors to be installed in the Pavilion House. The Committee considered the quotes received and asked the caretaker to look for cheaper alternatives.

## **Allotments**

The plumber has reported completion of the installation of the replacement taps. The work will be checked by Cllrs Green and I Shepherd-Dubey.

**ACTION: Cllrs Green & I Shepherd-Dubey**

The arrival of replacement keys to be issued to all allotment holders has been delayed by two weeks. Requests have been received that the water be turned on as soon as possible because of the drought – the water was turned on again on Thursday.

## **3 MATTERS ARISING**

**3.1** none

## **4 R & A BUDGET**

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

**4.1.a** The Committee asked for clarification of the Recreation Ground maintenance figure for December 2011. **ACTION: Clerk**

**4.1.b** The Committee noted that the fees for safety checks of the play equipment had increased as more equipment was added.

**4.1.c** The Clerk confirmed that the fees for Planning Permission for the signs have yet to be confirmed.

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

**5.1** none.

## **6 ALLOTMENTS**

- 6.1** The Clerk reported on the initial conversations with WBC regarding renewal of the allotment lease in 2013.
- 6.2** Cllrs I Shepherd-Dubey and Green reported that the tidy up of the allotment orchard and fence would take place during the weekend of 17-18 March 2012.
- 6.3** The Committee asked the Clerk to arrange for the pile of carpets near the entrance to be removed. **ACTION: Clerk**
- 6.4** Cllr I Shepherd-Dubey gave a brief report on the maintenance of plots. Cllrs Cooke & Plant and the Clerk will arrange to do the Spring inspection of plots later this month. **ACTION: Clerk, Cllrs Cooke & Plant**

## **7 LITTER PICK 2012**

- 7.1** The Clerk reported on the arrangements for the Litter Pick on 25 March 2012. The distribution of posters was arranged. The Committee asked for Councillor name badges to be supplied, if possible. **ACTION: FAO**  
Possible priority areas for litter picking were discussed.  
Cllr Green was asked to contact the Wokingham Times. **ACTION: Cllr Green**

## **8 EXTERNAL TOILETS**

- 8.1** Cllr Plant reported on the options for the external toilets and confirmed that the Building Regulation forms had been received from WBC. The Committee discussed the probability that an extension of the toilet may require using additional space from within the pavilion hall area. The Clerk will contact builders to get clarification of the works and quotations. **ACTION: Clerk**

## **9 COMMUNITY CENTRE HIRING**

- 9.1** The Clerk reported on discussions regarding the hiring and licensing of the Community Centre. He reported on discussions with AVC and the measures proposed and already instigated to fulfil the documentation of the licensing agreement. A discussion took place regarding the restrictions the Council could impose within the Conditions of Hire. The Committee asked the Clerk to prepare a report and revised hiring conditions, to be reviewed at the next R&A meeting for recommendation to the Full Council. **ACTION: Clerk**

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

- 10.1** The Clerk reported on discussions with Angie Gibson of WBC regarding S106 provision for 2012-13. He reported that the current S106 grant had now to be spent by September 2013 and that a further £7700 had become available.

Topics under consideration include:

- 1) Upgrade of the basketball courts
- 2) Upgrade of the teenage shelter and facilities
- 3) Provision of a rebound wall

The Clerk was asked to get examples and estimates for these upgrades.

**ACTION: Clerk**

The Committee members were asked to bring further suggestions to the next R&A Committee meeting.

**ACTION: Committee**

## **11 HIRING CHARGES 2012-13**

- 11.1** The Committee reviewed and discussed the hiring charges for the Community Centre. The Committee **RESOLVED** to increase the casual and regular hiring charges for 2012-13 by 2%.

**ACTION: FAO**

- 11.2** The Committee discussed the implications of the revised PRS/PPL licensing charges. The Committee decided to continue paying PRS charges en bloc for the Community Centre. The Council will reserve the right to apply an additional fee to casual hirers to cover PRS fees if appropriate.

The Committee **RESOLVED** that PPL licences should be taken out by individual hirers if appropriate.

The FAO will forward information regarding PRS/PPL to hirers. **ACTION: FAO**

## **12 CORRESPONDENCE**

- 12.1** Item 2) The Clerk explained the query and response sent regarding the Adopt-a-Street scheme.

Item 4) The Clerk will respond with information regarding the new teenage facilities at Sol Joel Park in Earley. **ACTION: Clerk**

Item 5) The Committee confirmed that an Air Ambulance recycling scheme is not required at the Community Centre. The Clerk was asked to reply. **ACTION: Clerk**

Item N8) The Committee **RESOLVED** to renew the Pest UK contract for pest control at the allotments for 2012-13.

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

- 13.1** The Committee confirmed that a small section of the car park can be used for overnight parking by a hirer in September.

- 13.2** A request from the public has been received to have the steps on the footbridge over the railway line on Robinhood Lane converted to a ramp in order to ease access.

The Committee asked the Clerk to forward this request to WBC Highways.

**ACTION: Clerk**

## **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> April 2012** at 7.45 p.m. in the John Grobler Room.

The meeting finished at 10.20 p.m.

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 6 March 2012**

- 1 SMP; playground details
- 2 Chris Morris; question re Adopt A Street scheme
- 3 WBC; March amenity services update
- 4 Harry Coxhead; request for skatepark
- 5 Thames Valley Air Ambulance; request to place recycle bins on car park
- 6 WBC; re allotment lease renewal
- 7 Binfield Electrical; PAT testing results
- 8 RSS; quote for repairs to roundabout
- 9 Viv Mitchell; give up half of plot 69

#### **Correspondence received since the issue of the agenda for the meeting of 6 March 2012**

- N1 WBC; ring fencing of S106 monies
- N2 Safe & Sound Playgrounds; products brochure
- N3 Broxap; products leaflet
- N4 Chissock Woodcraft; park seats, introductory letter
- N5 CBAS; information re First Aid kits and PRS licences
- N6 Sainsbury's, Winnersh; confirm use of car park for Litter Pick
- N7 ARD; February playground inspection report.
- N8 Pest UK; quote for allotment pest control 2012-13
- N9 Glasdon; product brochure
- N10 Collier Turf Care; product brochure
- N11 TVP; re weekend parking on Mole Road.