



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 2nd OCTOBER 2012 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), Cllr R Tilbe.

1 APOLOGIES

1.1 none

2 CLERK'S REPORT

CLERK'S REPORT as at 2.10.12 **Update on items since the meeting of 4.9.12**

Play Area/Recreation Ground

Nick Robins is investigating further repairs to the ground adjacent to Bearwood Road following the fair. The laying of bark on membrane at the gate to the field is awaited. WRFC have completed evening training until April 2013. Details of WRFC fixtures up to December 2012 have been received. The pitches were marked out ready for the new season on 8 September. The Clerk has met with the WRFC Chairman to discuss requirements and communication. The drainage of the field was highlighted as an ongoing problem. The ROX climbing wall has been installed. The request for S106 payment has been sent to WBC. There have been no further instances of broken glass at the basketball court area. The Clerk will start the process of receiving tenders for the Grounds Maintenance contract.

Pavilion

Pavilion House

Detailed instructions for the builders are still awaited from the structural engineer. Final clarification of works and costs is being sought before work can begin on the boiler systems to Pavilion House and the Pavilion

Main Hall/Offices

The new laptop is now installed in the office. The making of security copies of the computer systems has been confirmed and upgraded. The Clerk has started the process of receiving tenders for the photocopier lease.

The electricians are being called in for repairs to the external lighting systems.

Intermittent faults are still occurring on the hall alarm system.

Allotments

Renewal letters have been sent out and most plot-holders have renewed already.

Baiting of the allotments has taken place and a report received. Clearance of the bushes alongside the fence is recommended.

3 MATTERS ARISING

3.1 none

4 PUBLIC SESSION

4.1 none

5 R & A BUDGET

5.1 To discuss the current budgetary position

5.2 The Committee noted that the External Toilet project is still expected to come in at the original price despite changes to the building regulations.

5.3 The Nick Robins bill for August includes 5 weeks maintenance and initial pitch marking.

6 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

6.1 none

7 ALLOTMENTS

7.1 The Clerk reported that a request for a dispensation regarding DPI had been received from Cllrs Green, I Shepherd-Dubey and Tilbe for matters relating to the allotments. A conditional dispensation has been granted. These councillors remained in the meeting.

7.2 Discussions took place regarding the current rat problem, the additional baiting which has been undertaken, and clearance of undergrowth at the allotments.
The Committee **RESOLVED** to accept Nick Robins' quote for extended clearance of scrub alongside the path and fence. Nick will also be asked to remove the pile of rubbish inside the allotment gate. **ACTION: Clerk**

7.3 The Committee noted that the wood chippings which are being left at the allotment entrance are no longer required

- 7.4 The Clerk reported that the leasing agreement with WBC for 2013-22 is now complete.
- 7.5 Japanese Knot Weed has been found outside the entrance to the allotments and is being treated by WBC. Winnersh Parish Council needs to be informed of any instances of the weed being found inside the allotments.
- 7.6 Cllr Tilbe reported on the requirement for replacement marker posts. He and Cllr Green will continue with the installation of replacement posts if the costs remain within budget. **ACTION: Cllrs Tilbe & Green**
- 7.7 The Committee discussed the usage of plot 65 (the orchard). This plot will remain as an amenity area for the next year. Cllr Green will organise a working party to tidy up the plot. **ACTION: Cllr Green**

8 PAVILION HOUSE

- 8.1 The Clerk reported on the receipt of preliminary guidance for the repairs to Pavilion House. He is awaiting confirmation of final details of the quotation before authorising commencement of the work to replace the boilers in the Pavilion and Pavilion House.

9 R&A PROJECTS 2012-13

9.1 Community Centre Signage:

- 9.1.1 A decision on the request for planning permission is expected by the end of October 2012. The Committee confirmed that a small sign indicating "Home of Winnersh Rangers FC" could be put up with the new signage – the cost to be charged to WRFC. **ACTION: Clerk**

- 9.1.2 The production of permanent signs prohibiting dogs in the play areas is ongoing. **ACTION: Clerk**

- 9.1.3 A warning sign has been fixed to the Rox climbing wall. This experimental sign will be monitored.

- 9.1.4 The wording for a sign to go with the External Toilet was agreed. **ACTION: Clerk**

9.2 S106 projects for 2012-13

The Clerk confirmed that there will still be some S106 money remaining from the current project. This, along with other S106 money, which will be available for Children's play equipment. Details of the exact amounts are awaited from WBC. He presented ideas for an outdoor table tennis table.

The Committee asked for details of where other S106 money for children's/teenage provision has been spent within Winnersh. **ACTION: Clerk**

- 9.3 Cllr Plant reported on the progress of the External Toilet. She will obtain clarification of the details of the internal furniture and the requirement for a glass door. **ACTION: Cllr Plant**

10 CHRISTMAS LIGHTS EVENT 2012

- 10.1 Cllr Plant reported that she is still awaiting confirmation from a few stallholders.
- 10.2 The Committee **RESOLVED** to authorise Cllrs Plant and Cooke to spend up to £150 on mince pies and mulled wine for the event. **ACTION: Cllrs Plant & Cooke**
- 10.3 The Committee **RECOMMENDED** that £750 should be vired from the External Decoration budget to the Miscellaneous budget.

11 CORRESPONDENCE

- 11.1 Item 1 The Clerk confirmed the details of this letter.

Item 3; The Clerk confirmed the details of this letter.

Item 5; The Committee discussed staff training. A one-day 1st Aid course is sufficient for the Caretaker. The Committee confirmed that he can also go on a legionella awareness course. The Clerk is making 1st Aid / Fire Marshal course bookings for himself and the other staff. **ACTION: Clerk**

Item 8; The Committee confirmed that WBC refuse collecting crews can use the external toilet once it becomes available. **ACTION: Clerk**

Item N7; The Committee noted the additional premium to ensure the Rox wall and teenage shelter.

Item N10; The Committee noted the confirmation of the date for the Borough Litter Pick. This will be an agenda item for the next R&A meeting. **ACTION: Clerk**

12 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 12.1 none

13 TIME AND DATE OF NEXT MEETING

- 13.1 The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 6th November 2012** at 7.45 p.m. in the John Grobler Room.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 1 October 2012

- 1 Laura Witchell; thanks for understanding re plot 4
- 2 Rosehill Furniture; brochure
- 3 Nick Robins; request to receive instructions for pitches from WPC office
- 4 WBC; re Japanese Knot Weed at allotments entrance
- 5 St John Ambulance; course booking information and brochure
- 6 WBC; completed allotment lease, 2013-2022
- 7 Holly Digital; re photocopier lease renewal
- 8 WBC; request for refuse crews to use toilet facilities
- 9 PEST UK; update on baiting at allotments

Correspondence received since the issue of the agenda for the meeting of 2 October 2012

- N1 Easycopiers; photocopier information
- N2 Reflex; photocopier information
- N3 Danwood; photocopier information
- N4 Archibald Shaw; preliminary guidance for repairs to Pavilion House
- N5 Nick Robins; recommendations for clearing allotments
- N6 Nick Robins; membrane at field gate, to be done in October
- N7 Zurich Insurance; additional premium for Rox wall and shelter
- N8 Binfield Electrical; notification of new owner
- N9 Redlynch Leisure; details of external table tennis tables
- N10 WBC; confirmation of Borough Litter Pick, 23/24 March 2013