



## Winnersh Parish Council

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### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 3<sup>rd</sup> DECEMBER 2013 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs E Cooke (Chairman), G Harper, R Holdstock, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

#### 1 APOLOGIES

1.1 Cllrs F Breedlove, D Green, I Shepherd-Dubey.

#### 2 CLERK'S REPORT

**CLERK'S REPORT as at 3.12.13**

**Update on items since the meeting of 5.11.13**

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

We are awaiting revised fixture dates for Berkshire Physio FC and WRFC. Repairs have been made to a damaged bund on the Recreation Ground. We are awaiting the work to the trees following the Full Tree Survey. The Masonic Centre has requested that WRFC do not use their car park on Saturdays. WRFC have timed their matches well this season to reduce congestion in the Council car park. The Dog Chipping event on 14 December has been confirmed.

##### **Pavilion**

Preparations for the Christmas Lights event are in hand. The Christmas tree has been put up along with other decorations.

##### **Pavilion House**

##### **Main Hall/Offices**

The main hall boilers have been replaced satisfactorily. Adjustments need to be made to the hot water temperature in the kitchen and toilet areas. The Clerk was asked to obtain clarification from WBC and other Clerks about how they go about regulating hot water supplies. **ACTION: Clerk**

The annual testing of the fire extinguishers has taken place and replacement extinguishers have been purchased. A new Christmas tree has been purchased and put up in the hall. Further replacement of ceiling light bulbs and a seal of the hall floor are planned over the Christmas / New Year period.

### **Allotments**

The fence panels which were broken by the gales have been repaired. WBC's decision on the route of the Relief Road to the North Wokingham SDL is awaited.

### **3 MATTERS ARISING**

3.1 none

### **4 PUBLIC SESSION**

4.1 none

### **5 R & A BUDGET**

5.1 The Clerk reported that the cost of the fireworks is now showing against the Christmas Lights budget. Final confirmation of costs for food and electrics is awaited. The \$106 payment towards the cost of the goal posts has been received and is reflected in the budget figures.

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

6.1 none

### **7 ALLOTMENTS**

7.1 The Clerk reported on the quotation and timescales for the treatment of mares tail on plot 28. The Committee **RESOLVED** to go ahead with the treatment. The success of the initial treatment will be reviewed in the autumn of 2014.

7.2 The Committee read and discussed the comments of Mr Nelms regarding the allotments. The Clerk was asked to reply. **ACTION: Clerk**

7.3 The Clerk reported that 16 plots had been offered to people on the waiting list. Written confirmation has been received from 8 of these so far. The Clerk reported on the plot-holders who have not yet sent in renewals for 2013-14.

7.4 A discussion took place regarding the spring allotment check. The Clerk will make this an agenda item for the March 2014 R&A Committee meeting. **ACTION: Clerk**

### **8 R&A PROJECTS 2013-14**

8.1 The Clerk presented the quotation for a test of the wiring for the fire and intruder alarm systems. The Committee discussed the options and considered that it was not necessary to have a test of the wiring before the new alarm systems are installed. The Committee **RESOLVED** to go ahead with the A-Solo quotation for replacement of the alarm systems only. **ACTION: Clerk**

## 9 CHRISTMAS LIGHTS 2013

### 9.1 A discussion on the preparations for the Christmas Lights event of Friday 6 December 2013 took place.

The lights are ready and are awaiting Nick Robins to distribute them around the trees. Cllr Cooke thanked everyone who had been involved in the preparations of the lights. Cllr Cooke will discuss with Mrs Green the details of the preparations for the serving of refreshments.

**ACTION: Cllr Cooke**

Cllr Cooke will confirm with Bearwood Primary School whether they will use their own PA system.

**ACTION: Cllr Cooke**

The Clerk and Caretaker will prepare boxes for the Mayor's Charity collection.

**ACTION: Clerk**

Cllr Southgate will greet the Mayor.

## 10 BOROUGH LITTER PICK 2014

### 10.1 The Clerk is awaiting confirmation from Sainsburys that we can use their car park as a meeting point. Cllr Cooke will follow this up with their representative.

**ACTION: Cllr Cooke**

The Clerk has contacted the Winnersh scouts and guiding groups and invited them to participate.

## 11 R&A PROJECTS 2014-15

### 11.1 The Committee discussed the potential budget for 2014-15 and made a provisional list of preferences for work to be undertaken by R&A next year:

1. Hall and office redecoration £4000
2. Replacement benches £1000
3. Play area repairs £2000
4. Recreation Ground drainage £10000
5. Miscellaneous £2000

Others:

Street Light head replacement	£2000
CCTV upgrade	£3000
Pavilion roof replacement	£17000

The final recommendation of R&A projects will be an agenda item for the January 2014 R&A meeting.

**ACTION: Clerk**

## 12 CORRESPONDENCE

### 12.1 Item 4; The Clerk reported that 6 fire extinguishers have had to be replaced.

Item 9; see item 7.2 above.

Item 10; see item 8.1 above.

Item N1; The Committee discussed the need to replace the FAO's chair. The Clerk expressed the necessity and urgency of getting an appropriate chair for the FAO. The Committee noted the prices and models quoted. The Committee asked the Clerk to get a recommendation / specification for a chair from a qualified person.

**ACTION: Clerk**

Item N2; see item 2 above.

Item N3; The Committee **RESOLVED** to take a free advert within this local Guide.

**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 7<sup>th</sup> January 2014** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 9.58pm.

## **APPENDIX 1**

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 3 December 2013**

- 1 Mr D Baker; acknowledgment of Adopt A Street comments
- 2 Nick Robins; quote for treating mares tail at allotments
- 3 WBC; response regarding broken fences at allotments
- 4 Chubb; fire extinguisher test report
- 5 WBC; Mayor's Charity is 'Building For The Future'
- 6 Street Furnishings; product leaflet
- 7 White Hill Direct; product leaflet
- 8 WBC; Dog Chipping event leaflet
- 9 Mr D Nelms; comments re allocation of plots at allotments
- 10 A Solo Security; quotation for alarm system wiring test

#### **Correspondence received since the issue of the agenda for the meeting of 3 December 2013**

- N1 Back in Action; quotes for chairs for FAO
- N2 SMS; to fit blending valves to the hot water pipes in hall
- N3 Wokingham A-Z Guide; offer of link
- N4 PestUK; November allotment baiting report
- N5 UK Safety Management Ltd; quote for PAT testing