



## Winnersh Parish Council

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### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 1<sup>st</sup> APRIL 2014 IN THE JOHN GROBLER ROOM

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

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

#### 1 APOLOGIES

1.1 Cllrs F Breedlove, D Green.

#### 2 CLERK'S REPORT

**CLERK'S REPORT as at 1.4.14**

**Update on items since the meeting of 4.2.14**

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

More football matches were cancelled over the weekends of 8/9 & 15/16 February due to waterlogged pitches. There is now a large backlog of fixtures. The better weather has permitted scheduled fixtures to be fulfilled over recent weekends. Scarifying, rolling and a light cut of the pitches have been undertaken. Additional bark chippings have been laid at the entrance to the field from the car park and adjacent to the wooden bridge at Bearwood Road. Scheduled repairs to the play equipment have been completed.

The installation of blenders to the hall hot water system has been completed. Balfour Beattie have requested use of the car park during their work on Mole Road.

New basketball boards have been installed and new rings and nets are ready. The basketball pitch has been re-marked.

##### **Pavilion**

###### **Pavilion House**

Pest UK has been called in to make investigations. The Clerk was asked to get further information on potential entry points for vermin into the building. **ACTION: Clerk**

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

The caretaker has been off sick. Temporary measures have been in place.

The FAO's chair has arrived and is being tested. The Clerk's chair has arrived and is awaiting installation.

### **Allotments**

The water supply has been turned on.

## **3 MATTERS ARISING**

3.1 none

## **4 PUBLIC SESSION**

4.1 Cllr Hunt introduced Mr David Baker.

Mr Baker spoke of his desire to co-ordinate an Adopt A Street scheme within Winnersh. He has already contacted the Waste Management team at Wokingham Borough Council. Mr Baker asked the Parish Council for its support, especially relating to publicity. The Committee offered support via Winnersh Matters and the website and suggested that a stall at the Fete might be an additional option.

Cllr Cooke thanked Mr Baker and asked him to keep the Council updated with the progress of the scheme.

Mr Baker left the meeting.

## **5 R & A BUDGET**

5.1 The Clerk presented the details for the end of the 2013-14 financial year.

The recent play area repairs had been completed. Additional costs had been incurred because of the re-setting of matting following the winter floods. Also, the toddler swing seats proved to be beyond repair and had been replaced.

The Clerk reported that the mechanism for the roundabout had been severely flooded and had clogged up. The Committee **RESOLVED** to authorise £120 towards the cleaning and lubrication of the mechanism.

The basketball rings had needed replacing as well as the boards.

The blenders have been added to the hot water system. A tap had to be replaced as well.

(Cllr Hunt left the meeting.)

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

6.1 The Clerk presented a summary of costs and income for football pitch provision over a 12 month period. The Committee discussed the detail of the figures and concluded that direct costs for football are more than covered by the income received.

## **7 ALLOTMENTS**

7.1 The Clerk reported the pest control inspector's comments regarding the undergrowth alongside the fence at the garage end of the allotments. The Committee noted the reduction in rat sightings since the area had been cleared. The Committee considered that it was beneficial to keep that area clear and asked the Clerk to get a quote for spraying the weeds along the length of the fence. **ACTION: Clerk**

- 7.2 The Clerk and Cllr Harper presented the findings of the Spring allotment inspection. (Cllr I Shepherd-Dubey declared an interest in matters relating to plot 67.)

The allotments appear to be better tended than in previous years. There were no recommendations for the reclaim of plots. There are several plots which have not been prepared properly for the spring and a few only partially prepared. The Committee asked the Clerk to write to the holders of plots 2a,22b,23b,46a,46b,51b,60b and 67.

**ACTION: Clerk**

A follow up inspection of the allotments will take place before the next R&A Committee meeting.

**ACTION: Cllrs Cooke, Harper & Clerk**

- 7.3 The Clerk reported on the current allocation of plots. Cllr Harper reported on the details of the article in Winnersh Matters and the preparations for the allotment Open Day.

## 8 R&A PROJECTS 2013-14

- 8.1 The Clerk reported on the preparations for the alarm system upgrade. The Committee discussed the options for the upgrade of the Pavilion system. The existing system is modern and does not need upgrading. The Committee **RESOLVED** to keep the Pavilion and Hall as separate systems and to convert the Pavilion to a DualCom system.

**ACTION: Clerk**

A discussion took place regarding the inclusion of a panic alarm for the office. The Clerk was asked to investigate this and include it in the upgrade if possible.

**ACTION: Clerk**

- 8.2 The basketball boards repairs have been discussed elsewhere.

- 8.3 The play equipment repairs have been discussed elsewhere.

- 8.4 The Community Centre hot water blending controls have been installed. The Clerk reported that a hall radiator is leaking and needs to be replaced. The Committee **RESOLVED** to authorise £380 for the repair. **ACTION: Clerk**  
A tap in the office kitchen also needs replacing.

- 8.5 The purchase of a tower frame for the main hall is ongoing.

**ACTION: Clerk & Caretaker**

## 9 HALL FLOOR

- 9.1 The Committee noted the success of the trial cleaning regime for Winnersh Ballroom and the confirmation of their booking to the end of 2015. The Committee confirmed the hiring charges for Winnersh Ballroom for 2014-15.

## 10 LITTER PICK 2014

- 10.1 Members of the Committee reported on the success of the Litter Pick of 23 March. Many members of the scout and guiding associations turned up along with an increased number of adults.

The Committee expressed its thanks to Cllr Green for organising the event.

## **11 WRFC**

- 11.1** The Clerk reported on the backlog of fixtures created by the winter flooding. The Clerk has offered to extend the availability of the pitches to WRFC through to the end of the season in order to help clear the backlog. An extension of the season was confirmed by the Committee if it is deemed necessary.
- 11.2** The Committee noted WRFC's comments regarding the state of the adult pitch. Nick Robins has cut, scarified and rolled the pitch within the last 10 days.
- 11.3** The Clerk reported on the request for a training camp to be held over the May half-term week. The Clerk will monitor the success of this event. **ACTION: Clerk**

## **12 R&A PROJECTS 2014-15**

- 12.1** Internal redecoration:  
The Clerk reported that letters requesting quotations for this work had been sent out and that he was still awaiting replies.
- 12.2** The Committee **RESOLVED** to authorise the purchase of 2 replacement benches for the field to match the benches bought in recent years. **ACTION: Clerk**
- 12.3** The Clerk reported that he was awaiting detailed responses from companies regarding drainage improvements at the play areas.
- 12.4** Fixed Wiring Survey: ongoing.
- 12.5** Christmas Lights 2014:  
Cllr Cooke reported that Bearwood Primary School had suggested Friday 5 December, which is the same day as last year.  
The Committee confirmed the date of the Christmas Lights event as Friday 5 December 2014.  
The Committee asked the Clerk to invite Winnersh Primary School and Wheatfield Primary School to the event. **ACTION: Clerk**

## **13 CORRESPONDENCE**

- 13.1** Item 8; The Committee **RESOLVED** to accept ARD's quotation for the bi-monthly play area inspection and also approved the one-off inspection of the teenage shelter, rock and table tennis table. **ACTION: Clerk**
- 13.2** Item 10; The Committee **RESOLVED** to accept PestUK's quotation for the pest control at the allotments. **ACTION: Clerk**
- 13.3** Item 14; The Committee noted the comments regarding planting at allotment plot boundaries.

**13.4** Item N1; The Committee noted the details of the training days.

**13.5** Item N7; see 5.1 above.

**13.6** Item N9; The Committee confirmed that TVP could use the field for the football and the helicopter landing.

**14 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

**14.1** none

**14 TIME AND DATE OF NEXT MEETING**

**14.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 6<sup>th</sup> April 2014** at 7.45 p.m. in the John Grobler Room.

**PART 2**

**15 STAFFING UPDATE**

**15.1** The Clerk reported on the temporary cover used whilst the caretaker has been off sick.

There being no further business the meeting closed at 9.34pm.

## **APPENDIX 1**

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 1 April 2014**

- 1 Winnersh Ballroom; update on hall floor
- 2 Wokingham Volunteer Centre; Green N Tidy Gardening Scheme
- 3 Mr M Saynor; comments re allotments
- 4 WBC; tree near allotments
- 5 Silver River Productions; TV 'Big Allotment Challenge'
- 6 Winnersh Ballroom; update on hall floor
- 7 A Solo; information re Pavilion alarms
- 8 ARD; quotations for 2014-15 play area inspections
- 9 ARD; February play area inspection
- 10 Pest UK; quotation for 2014-15
- 11 Hibu; Yellow pages free advert confirmation
- 12 WRFC; comments re state of adult pitch
- 13 Mr D Baker / Cllr D Hunt; re Adopt A Street scheme
- 14 Mr Fuller; comments re allotment boundaries

#### **Correspondence received since the issue of the agenda for the meeting of 1 April 2014**

- N1 Phoenix Soccer Academy; half term football camp on Bearwood Rec.
- N2 Winnersh Ballroom; hall hire 2014-15
- N3 WBC; request for Litter Pick information
- N4 Winnersh Ballroom; update on hall floor
- N5 Street Furnishings; catalogue
- N6 Wicksteed; adult gym leaflet
- N7 Mr K O'Leary; stiffness of children's roundabout
- N8 Cllr D Hunt; contacts for Adopt A Street scheme
- N9 TVP; request for use of field for a) Kicks football training b) helicopter landing
- N10 Nick Robins; rolling of football pitch
- N11 ARD; quote for children's roundabout repairs
- N12 Proludic; play equipment catalogue