



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 7th OCTOBER 2014 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs D Green (Chairman), F Breedlove, R Holdstock, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Cllrs G Harper, I Shepherd-Dubey.

2 CLERK'S REPORT as at 7.10.14 Update on items since the meeting of 2.9.14

Play Area/Recreation Ground

The football season has started. WRFC are selling refreshments from the Pavilion. Berkshire Physio FC are playing occasional matches on Sundays. The Play Area drainage has been installed; rain is awaited.

Pavilion

Pavilion House

Main Hall/Offices

Redecoration of the downstairs area is complete. A floor seal has been completed. The boiler service is completed.

A change of seat for the FAO's chair has been received but is the wrong size. Windows 7 has been installed on the FAO's computer, but problems have occurred whilst restoring data and office time has been lost.

Repairs following the Fixed Wiring Survey are in progress. The 6 month review of the alarm systems has taken place. The CCTV recorder has been put on a 2-week test. Queries over the use of cookers in the hall have been received.

A discussion took place regarding the use of mobile cookers with naked lights inside the building. The Committee **RECOMMENDED** to Full Council that a change to the Hiring Terms & Conditions be made to restrict the use of these items, the exact wording to be formulated by the Clerk.

ACTION: Clerk

Allotments

Renewal invitations have been sent out. 10 replies are still awaited.

3 MATTERS ARISING

3.1 The Clerk reported on the progress of discussions regarding the provision of bar services. The Clerk is to contact SBS regarding corkage and the provision of services for small parties.
ACTION: Clerk

3.2 The Clerk reported on the sequencing of phone lines for the alarm systems. The Committee confirmed that the BT lines were the last resort on the systems and could be safely removed.
ACTION: Clerk

3.3 The acquisition of information on defibrillators is ongoing.
ACTION: Cllr Holdstock

3.4 The cost of strimming allotment plots was reported.

3.5 The provision of a replacement work surface at the kitchen serving area is ongoing.
ACTION: Clerk / Caretaking staff

4 PUBLIC SESSION

4.1 none

5 R & A BUDGET

5.1 The costs of repairs resulting from the Fixed Wiring survey were considered. The Committee asked the Clerk to allocate some of the costs against the remainder of the Fixed Wiring budget, and the residue to the R&A Miscellaneous budget.
ACTION: Clerk

5.2 The cost of the putting up and taking down of the Christmas Lights will be allocated to the Christmas Lights budget.
ACTION: Clerk

6 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

6.1 none

7 ALLOTMENTS

7.1 The Clerk reported on the meeting regarding the water supply to the adjacent field at the allotments. This supply is the result of an agreement dating from 2005. WPC will provide a box to cover and allow access to the meter and stop tap in the field. An invoice will be raised for the water supplied to date.
ACTION: Clerk

7.2 The Clerk reported on the current level of renewals still outstanding and plots available for re-allocation. The number of plots given up is larger than expected. It was noted that there has been minimal interest in the proposal to allocate a full plot in exchange for a tended half-plot.

The Committee **RESOLVED** to offer available half-plots to the adjoining half-plot holder. The remaining half-plots still available will be offered to people on the waiting list. The allocation of any remaining half and full plots will be considered at the next meeting. **ACTION: Clerk & FAO**

8 R&A PROJECTS 2014-15

8.1 The Clerk reported that the major projects for 2014-15 were now complete and only the organising of the Christmas Lights event remains.

9 R&A PROJECTS 2015-16

9.1 The Committee discussed various options for inclusion in next year's budget proposals:

a) kitchen lobby upgrade; kitchen utilities upgrade

b) insertion of a window in the office. The Clerk will consult with WBC Planning.

ACTION: Clerk

c) pavilion/upstairs scheduled redecoration. The Clerk will prepare a budget estimate.

ACTION: Clerk

d) replacement benches on the field

e) car park extension

10 ALLNATT PAVILION

10.1 The Committee discussed a request for a café facility to be run from within the Pavilion. The Committee confirmed its interest in the proposal in principle. The Committee gave guideline requirements for the use of the Pavilion and asked the Clerk to forward these to the applicant and to request a business case to be presented to the Council. **ACTION: Clerk**

11 CHRISTMAS LIGHTS 2014

11.1 The provision of refreshments is ongoing. **ACTION: Cllr Green**

11.2 The checking of the lights is ongoing. **ACTION: Cllrs Green & Holdstock**

11.3 Publicity; to contact newspapers and radio. **ACTION: Cllr Green**

11.4 Sponsorship: Cllr Southgate to arrange contact with Sainsbury's. **ACTION: Cllr Southgate**

11.5 Children's poster competition – Bearwood Primary School **ACTION: Clerk**

11.6 Caretaker's House decoration. Clerk to liaise with Caretaker **ACTION: Clerk**

12 CORRESPONDENCE

12.1 Item 2; the comments on the floor surface were noted.

12.2 Item 6; Forest School's interest in the GreenRedeem scheme was noted.

12.3 Item 10; Amenity Vehicle provision was discussed. No-one was available to attend the meeting. Volunteers will be requested at the Full Council meeting.

ACTION: Clerk

12.4 Item 12; Mr Harrison's thanks to the staff were noted.

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 4th November 2014** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 10.45pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 7 October

- 1 PestUK; allotment baiting report
- 2 Winnersh Ballroom; floor report
- 3 Wicksteed playgrounds; products leaflet
- 4 D Frewin; request for extension on plot 46a
- 5 Mr Stamford; withdrawal of interest in Plot 30
- 6 The Forest School; interest in registering for the GreenRedeem Scheme
- 7 Nick Robins; costs for strimming allotment plots
- 8 Bearwood Primary School; not registering for GreenRedeem Scheme
- 9 WBC; Mayor can attend the Christmas Lights event
- 10 WBC; invitation to meeting re Amenity Vehicles provision
- 11 Mr Harrison; thank you to staff

Correspondence received since the issue of the agenda for the meeting of 7 October

- N1 Mrs Mitchell; query re available half-plots
- N2 Sovereign; product catalogue
- N3 Nick Robins; charges for installation of Christmas Lights