



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 2nd DECEMBER 2014 IN THE JOHN GROBLER ROOM

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

In attendance: Clive Hudson (WPC Clerk), Cllrs S Hanna, P Ray.

1 APOLOGIES

1.1 Cllrs D Green, G Harper, I Shepherd-Dubey.

2 CLERK'S REPORT as at 2.12.14 Update on items since the meeting of 4.11.14

Play Area/Recreation Ground

Heavy rain has brought slight flooding to the adult gym area. The play areas are draining well. Repairs to the play area equipment have started. There are queries over the long term recording of CCTV data. The Clerk will get in A-Solo to check the equipment. **ACTION: Clerk**

Pavilion

The Christmas tree has been put up. Christmas Lights posters are up.

Pavilion House

Main Hall/Offices

The Christmas tree has been put up in the hall. A replacement work surface has been put on the serving area in the hall. The main light outside the hall is not working. The Clerk will contact SSE Contracting. **ACTION: Clerk**

Allotments

All annual renewals are now completed.

3 MATTERS ARISING

3.1 The Clerk is to organise a meeting with SBS regarding bar services. Ongoing.
ACTION: Clerk

3.2 The removal of the redundant BT lines is ongoing. **ACTION: Clerk**

3.3 The boxing of the meter and stop tap at the allotments is ongoing. **ACTION: Clerk**

3.4 The dog bins were emptied. There has been no re-occurrence of full bins.

3.5 Adverts for the Relief Caretaker post have been published.

4 **PUBLIC SESSION**

4.1 none

5 **R & A BUDGET**

5.1 The Clerk explained the underspend on the alarm systems budget.

5.2 The Committee noted that there will be an overspend against the Christmas Lights budget.

6 **REFERRALS FROM COUNCIL AND OTHER COMMITTEES**

6.1 none

7 **ALLOTMENTS**

7.1 The Clerk reported that all the renewals of plots for 2014-15 have been completed.

7.2 The Clerk reported on the take up of half and full plots by existing plotters. The remaining plots have been offered to people on the waiting list where possible. There are now 3 people on the waiting list wishing to take on half-plots and one full plot available for allocation.

The Committee **RESOLVED** that, without precedent regarding policy, the remaining full plot should be split and offered to the next 2 people on the waiting list.

ACTION: FAO

8 **R&A PROJECTS 2014-15**

8.1 The Clerk reported that he had sourced an exact match for the hall ceiling tiles. Consequently only damaged tiles need to be replaced.

The Committee **RESOLVED** to authorise £250 from the Miscellaneous budget for replacement tiles for the hall and corridor.

ACTION: Clerk

8.2 The Clerk reported that the repairs to the aerial runway were complete and the spicas had been taken away for repair. The gates will be checked at the engineer's next visit.

- 8.3 The Clerk reported that the manufacture of the hall oak flooring tiles had been discontinued. Some seconds are still available. The Committee discussed the desirability to maintain the floor long term.
The Committee **RECOMMENDED** up to £450 from the Miscellaneous budget for the purchase of 3 boxes of flooring. The Clerk will confirm final prices.
ACTION: Clerk
- 8.4 The Caretaker has requested that the tracking along the arch in the main hall should be removed. The Committee confirmed that there is now no practical use for the tracking and approved its removal.
ACTION: Caretaker

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; provisional estimate £2000
the Committee suggested also considering a new table, microwave and fridge freezer in the hall kitchen.
 - b) insertion of a window in the office. Building costs £2000.
Planning permission will be required.
 - c) pavilion/upstairs scheduled redecoration. £5000
 - d) replacement benches on the field. £1600
The Committee asked if there is any S106 money available. **ACTION: Clerk**
 - e) car park extension. Ground work costs £15,000 - £16,000
Planning permission will be required.
 - f) provision of a defibrillator £2000
a discussion took place regarding the installation of defibrillators in other venues around the parish and the practicalities, costs and training involved in an installation on site.
 - g) Trim Trail – Cllr Green to report on prices. **ACTION: Cllr Green**
 - h) replacement of pavilion flat roof. £18,000
 - g) Christmas Lights tbc

10 CHRISTMAS LIGHTS 2014

- 10.1 The Committee discussed the arrangements for the Christmas Lights event:
- The Committee **RESOLVED** that £40 could be authorised for replacement junction boxes, from the Christmas Lights budget. **ACTION: Cllr Green**
 - The Committee **RESOLVED** that £200 be allocated from the Miscellaneous budget for the purchase of replacement lights. **ACTION: Cllr Green**
 - The press has been contacted, posters are up.
 - The serving of refreshments is confirmed.
 - Purchase of cups, squash and biscuits **tbc ACTION: Cllr I Shepherd-Dubey**
 - Mince pies & mulled wine. To purchase **ACTION: Cllr Green**
 - PA system **ACTION: Caretaker**
 - Tables for Holt pupils in Pavilion **ACTION: Caretaker**
 - Car park attendance **ACTION: Cllr Ray**
 - Fireworks set up/security **ACTION: Cllrs Harper & Holdstock / Caretaker**

- A collection will be taken in aid of the Mayor's Charity.

11 LITTER PICK 2015

- 11.1** The Committee discussed participating in the Borough-wide Litter Pick, 28-29 March 2015.
The Committee **RESOLVED** to organise the Winnersh area Litter Pick on the morning of Sunday 29 March 2015 between 10.30am and 12.30pm.
Cllr Holdstock will contact Sainsburys regarding use of their car park.

ACTION: Cllr Holdstock

12 DEFIBRILLATORS

- 12.1** This topic was covered under item 9.1.e above.

13 CORRESPONDENCE

- 13.1** Item 4; the Committee discussed the security at the allotments. The Clerk was asked to make this an agenda item for the next R&A meeting. **ACTION: Clerk**

- 13.2** Item 5; the Clerk explained this introductory letter.

- 13.3** Item 6; the Clerk explained the query regarding damage to the hall floor.

- 13.4** Item N3; The Committee discussed the adjudication for the allotment competition. The Committee asked Cllr Harper to make a final attempt at finding a judge.

ACTION: Cllr Harper

14 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 14.1** none

15 TIME AND DATE OF NEXT MEETING

- 15.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 6th January 2015** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 9.43pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 2 December

- 1) Science Rocks; introductory letter
- 2) SLCC; marketing course, Wed 8 April 2015, Oxfordshire
- 3) Bearwood Primary School; requirements for Christmas Lights
- 4) A Cumpsty; suggestions re allotment security
- 5) Nigel Jeffries landscapes; introductory letter
- 6) Winnersh Ballroom; query re hall floor
- 7) WBC; Amenity Service Report; 27 November 2014
- 8) WBC; Borough Litter Pick 28-29 March 2015
- 9) Swallowfield PC; information on external defibrillators
- 10) PRS; request for 2014 music usage
- 11) WBC; Free Festive Parking in Wokingham, Saturdays 6,13,20 December

Correspondence received since the issue of the agenda for the meeting of 2 December

- N1 WEL Medical; advert re defibrillators
- N2 Sherwood Bros; estimate of cost for car park extension
- N3 Cllr G Harper; apologies and update re Allotment Adjudicators
- N4 WBC; confirmation of need for planning consent for office window