



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 3rd FEBRUARY 2015 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs D Green (Chairman), G Harper, R Holdstock, P Ray, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Cllr F Breedlove.

2 CLERK'S REPORT as at 03.2.15 Update on items since the meeting of 6.1.15

Play Area/Recreation Ground

Damage to a car park post has been repaired. A fault with a kerbstone at the entrance to the car park has been reported to WBC.

Pavilion

Pavilion House

The trees have been trimmed. Nick Robins has notified utility services of worn wiring cables. A gas leak has been detected and repaired at the house gas meter.

Main Hall/Offices

Security Lights have been repaired. Quotes for repairs to the CCTV system and the kitchen roof light extractor fan have been received. PAT testing and the cooker service have been booked for this week. A new vacuum cleaner has been bought for the JG Room/offices. An infestation of rats has been detected and treated outside the Community Centre.

Allotments

There have been further sightings of rats this month. An additional check by PestUK has been requested.

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** No purchases of additional Christmas Lights have been made.
- 3.5** Cllr Harper has continued the search for an adjudicator to judge the allotment competition and is awaiting news

4 PUBLIC SESSION

- 4.1** none

5 R & A BUDGET

- 5.1** The Clerk explained the recommendation of the F&GP Committee to create an additional R&A project for 2014-15 for the upgrade of the CCTV system. The Committee discussed the budgetary requirements of the system and noted the amount of money already vired to the project. Additional funding will be required.

The Committee **RECOMMENDED** to Full Council the authorisation of an additional £1000 to the CCTV system budget.

6 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

- 6.1** The Committee discussed the reduction in the number of family events taking place on Saturday evenings. Cllr Ray will investigate options for on-line advertising of the facilities and report back to the Committee. **ACTION: Cllr Ray**

- 6.2** The CCTV upgrade had been discussed in item 5.1 above. The Committee discussed the desirability of including the replacement of the Pavilion flat roof as a budget item for 2015-16.

The Committee **RECOMMENDED** to Full Council the addition of an R&A budget item for £19,000, as a **RESERVED ITEM**, for the replacement of the Pavilion flat roof.

- 6.3** The Committee discussed the quotation for the repair of the extractor fan in the hall kitchen. The Committee **RESOLVED** to authorise £1050 for the repair, as Unscheduled Maintenance.

7 ALLOTMENTS

- 7.1** The Committee discussed the reports of sightings of rats at the allotments. PestUK have laid baits.
The possibility of rats feeding on waste from the adjacent garage was discussed. Cllr Harper will discuss this issue with the garage manager and report back to the next meeting. **ACTION: Cllr Harper**

- 7.2** The Committee discussed the WBC request for information regarding possible replacement allotments, in the event of the N Wokingham SDL road being driven through them.
The Committee considered the requirements for replacement allotments, to include:
- The site to be within the parish
 - Allotment plots on a like for like basis
 - Sufficient and suitable parking (and accessibility)
 - Water supply to the plots
 - Toilet facilities
 - A boundary fence and secure gate
 - A compost ‘drop off’ area
 - A non-toxic site, with good drainage and cultivated soil

The Clerk will report this information to WBC. **ACTION: Clerk**

8 R&A PROJECTS 2014-15

- 8.1** The replacement CCTV system was considered in item 5.1 above.

9 R&A PROJECTS 2015-16

- 9.1** The Clerk reported that the projects requested by R&A had been approved by the F&GP Committee and were awaiting approval by the Full Council.
- 9.2** The replacement Pavilion flat roof had been considered under item 6.2 above.

10 LITTER PICK 2015

- 10.1** The Clerk confirmed that local scout and guiding leaders had been contacted along with other community leaders. The NAG has also been informed of the date of the event.

Cllr Green will continue trying to contact Sainsbury’s for use of their car park.

ACTION: Cllr Green

In the event of Sainsbury’s being unavailable the Litter Pick will meet at the Community Centre.

11 REVIEW OF COMMUNITY CENTRE CHARGES 2015-15

- 11.1** The Committee discussed the charges for Casual Hirers.

The Committee **RESOLVED** to increase the Casual Hirer charges by 2%, with roundings. **ACTION: FAO**

- 11.2** The review of the Regular Hirer charges will take place at the March R&A meeting. **ACTION: Clerk**

12 REVIEW OF COMMUNITY CENTRE DOCUMENTS

- 12.1** The Clerk presented the Committee with the Casual Hirer terms and conditions. This document had been updated since the last annual review. The Clerk presented the Bar Policy. The Committee discussed these briefly.
A review of the Terms & Conditions and the Bar Policy will take place at the March 2015 R&A meeting. **ACTION: Clerk**

13 CORRESPONDENCE

- 13.1** Item 2; the results of the allotment walkover survey are not yet available.
- 13.2** Items 4; Cllr Ray will be given the Litter Pick details for Facebook. **ACTION: Cllr Ray**
- 13.3** Item 5; The WRFC pitch hirings were discussed.
- 13.4** Item 6; The alarm system false alarm was explained.
- 13.5** Item 7; Compost samples would be accepted at the allotments, without any guarantee of firm bookings resulting. **ACTION: Clerk**
- 13.6** Item N4; The Committee considered the request to install a punch-bag bracket in the hall. The Committee did not consider a punch-bag to be appropriate for the hall, neither was its proposed situation practical. The Committee declined permission for a punch-bag bracket. **ACTION: Clerk**

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 3rd March 2015** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 9.40pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 3 February

- 1 Glasdon; products catalogue
- 2 WBC; allotment walkover survey reports
- 3 WBC; request for requirements for new allotments, following SDL
- 4 Cllr C Taylor; Facebook usage for Litter Pick
- 5 WRFC; extra pitch request, statistics for pitch charging
- 6 TVP; intruder alarm system false alarm
- 7 Vikki Edwards; request to sell compost to allotments
- 8 David Baker; Adopt A Street scheme acknowledgement of Litter Pick
- 9 Rose Green WBC; invitation to use Rainbow Centre as base for Litter Pick
- 10 Came & Co; OK to cancel BT phone lines
- 11 PestUK; acknowledgement of further request to treat rats at allotments
- 12 Binfield Electrics; quote for kitchen extractor fan repair
- 13 Cllr G Harper; comments re rats at allotments
- 14 PestUK; quote for pest control contract at Winnersh Community Centre

Correspondence received since the issue of the agenda for the meeting of 3 February

- N1 Binfield Electrical; confirmation of PAT testing
- N2 A-Solo; quote for replacement CCTV system
- N3 WRFC; request for additional 5 a-side pitch to be marked out
- N4 Taekwondo; request to fit a punch-bag bracket in main hall
- N5 Broxap; products leaflet