



## Winnersh Parish Council

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### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 7<sup>th</sup> APRIL 2015 IN THE JOHN GROBLER ROOM

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

In attendance: Clive Hudson (WPC Clerk).

#### **1 APOLOGIES**

**1.1** Cllrs F Breedlove, I Shepherd-Dubey.

#### **2 CLERK'S REPORT as at 7.4.15 Update on items since the meeting of 3.3.15**

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

WBC have repaired the raised kerb at the car park entrance.

CCTV footage has been released to the police following a traffic accident on Mole Road. An incident involving a dog on the Recreation Ground has been reported to the caretaker. The April play area checks have been completed.

##### **Pavilion**

##### **Pavilion House**

The overhead telephone cable along New Road has been checked.

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

Security Lights have been repaired. The CCTV system installation is complete. The kitchen roof light extractor fan repair is scheduled for next week. The infestation of rats on New Road is being treated. The BT phone lines have been cancelled.

##### **Allotments**

The allotment inspection took place last week.

#### **3 MATTERS ARISING**

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

**ACTION: Clerk**

- 3.2 The owner of plot 53 has been in touch regarding the tidying of the plot.
- 3.3 The boxing of the meter and stop tap at the allotments is ongoing. **ACTION: Clerk**
- 3.4 The Clerk has been in touch with the 3 events requesting use of the field and is awaiting responses.
- 3.5 The contract for pest control at the Community Centre has been opened.

#### 4 **PUBLIC SESSION**

- 4.1 none

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

- 5.1 The Committee noted the final expenditure figures for 2014-15.
- 5.2 The Committee noted the R&A budget items for 2015-16. The Clerk confirmed his priorities as the hall kitchen /lobby upgrade, the office window and the internal decoration.
- 5.3 The Committee noted that the Recreation Ground budget has been increased for 2015-16.

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

- 6.1 none

#### 7 **ALLOTMENTS**

- 7.1 The Clerk reported on Mr Vass's offer to take over an adjacent plot. There have been no offers to take over plot 31, so it will be offered to people on the waiting list, as per the current priorities established by the R&A Committee. The Clerk reported on the outstanding rental fees owed to the Council. The Committee **RESOLVED** to reclaim plot 14 with immediate effect for non-payment of fees.
- 7.2 Spring Allotment Inspection:  
Cllr Ray and the Clerk reported on the Spring Inspection, which took place at the end of March. The allotments appear to be in a better condition than in previous years. The Committee discussed in detail some of the plots causing concern. The Clerk was asked to write to the holders of plots 1a, 22b, 30, 67, 72, 73a, 73b.  
**ACTION: Clerk**
- 7.3 Cllr Harper reported that there have been no sightings of rats at the allotments for several weeks.

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

- 8.1** Cllr Ray reported on the progress he has made in increasing the Community Centre's profile online.

## **9 R&A PROJECTS 2015-16**

- 9.1** The projects had been considered under item 5.2 above.

## **10 LITTER PICK 2015**

- 10.1** Cllr Green expressed his thanks to Cllrs Southgate and Ray who took over the project. They reported that about 45 people had turned up, with more than 50 bags of rubbish being collected. This was considered very commendable given the poor weather conditions on the day.

## **11 CORRESPONDENCE**

- 11.1** Item 4; the Committee considered the security requirements of the new NHS hirers. The Committee confirmed that it was appropriate for the NHS team to be given a key for the cupboard in which they keep their equipment. The Clerk will check the details with them and hand a key across to a named manager. **ACTION: Clerk**

- 11.2** Item 6; The thanks from a hirer to the FAO was noted.

## **12 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

- 12.1** The Clerk reported on a suggestion from the caretaker to put a litter bin in the car park. The Clerk was asked to investigate the costs of purchasing and installing a litter bin. **ACTION: Clerk**

## **13 TIME AND DATE OF NEXT MEETING**

- 13.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 5<sup>th</sup> May 2015** at 7.45 p.m. in the John Grobler Room.

## **PART 2**

## **14 CAFÉ IN PAVILION**

- 14.1** Cllr Southgate gave an update on behalf of the Café sub-Committee. A discussion took place regarding the responsibility for liability and insurance for the project, the staffing of the project, and the rental of the premises. The Clerk was asked to relay these points to the café manager. **ACTION: Clerk**

## **15 PAVILION HOUSE REPAIRS**

- 15.1** The Clerk reported on the upgrade requested for the bathroom. The practicalities and details of the changes were discussed. The Clerk was asked to get quotes for installing a new sink and shower, moving the toilet and making good the bathroom.  
**ACTION: Clerk**
- 15.2** The request to re-plaster the outside wall in the kitchen was discussed. The Clerk was asked to get quotes for the re-plastering of the wall.  
**ACTION: Clerk**
- 15.3** The Clerk reported on a minor repair required to a stair and the gradual deterioration of the dual-glazing in the living 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 7 April**

- 1 WRFC; request for confirmation of evening training
- 2 Mrs Frewin; notification of damage to allotment shed
- 3 Came & Co; confirmation insurance 2015-16
- 4 NHS; confirmation of H&S re storage of equipment at Community Centre
- 5 A-Solo; confirmation of closure of BT lines with call centre
- 6 Hirer; thank you to office staff

#### **Correspondence received since the issue of the agenda for the meeting of 7 April**

- N1 WBC; thanks for efforts at the Litter Pick  
N2 David Vass; comments on allotments