



## Winnersh Parish Council

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### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 2<sup>nd</sup> JUNE 2015 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs G Harper (Chairman), J Bray, F Breedlove, D Green, N Kilby, P Ray,  
J Southgate.

In attendance: Clive Hudson (WPC Clerk).

#### 1 APOLOGIES

1.1 None.

1.2 Cllr Harper welcomed Cllrs J Bray and N Kilby to the Committee.

#### 2 APPOINTMENT OF VICE-CHAIRMAN

2.1 Cllr Breedlove **PROPOSED** and Cllr Ray **SECONDED** Cllr Green as vice-chairman of the R&A Committee and this was **RESOLVED**.

#### 3 CLERK'S REPORT as at 2.6.15 Update on items since the meeting of 5.5.15

##### Play Area/Recreation Ground

WRFC and National Grid have started their weekday evening training. National Grid have booked a charity 6 a side tournament, week commencing 1 June 2015. There has been some evidence of drug taking on the field. The Caretaker has informed the police. The Committee noted the sudden increase in drugs use on the field and asked the Clerk to contact the police requesting an increased police presence at the Recreation Ground. **ACTION: Clerk**

##### Pavilion

##### Pavilion House

##### Main Hall/Offices

The infestation of rats on New Road is being treated. There is less evidence of rat movements than previously.

## Allotments

There has been one more incident of theft reported.

### 4 MATTERS ARISING

- 4.1 The Clerk is to organise a meeting with SBS regarding bar services. Ongoing. **ACTION: Clerk**
- 4.2 The boxing of the meter and stop tap at the allotments is ongoing. **ACTION: Clerk**
- 4.3 The collation of details for the car park litter bin is ongoing. **ACTION: Clerk**
- 4.4 The project for repairs to Pavilion House is ongoing. **ACTION: Clerk**

### 5 PUBLIC SESSION

- 5.1 none

### 6 R & A BUDGET

- 6.1 The Clerk reported that the only expenditure in the last month was on the grounds maintenance. The Committee discussed the relative urgency of some of the projects.

### 7 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

- 7.1 none

### 8 ALLOTMENTS

- 8.1 The Committee discussed the reports on the plots which had been contacted following the Spring inspection. All of these plots are progressing, with the exception of 1a. The Clerk will contact the owner of plot 1a giving him a final warning to bring his plot up to a satisfactory condition. A review of his progress will be made at the end of June. **ACTION: Clerk**

The Committee discussed other plots which have not been adequately maintained recently. The Clerk was asked to write to the owner of plot 9b requiring the plot to be cultivated properly or otherwise face non-renewal. The Clerk was also asked to write to the owners of plots 2a and 4 expressing concern with the level of upkeep of their plots. **ACTION: Clerk**

- 8.2 The Committee noted the report of moles at the allotments.
- 8.3 The Committee asked the Clerk to take over the organisation of the allotment competition 2015. He will put up posters explaining the dates and details of the inspections. **ACTION: Clerk**

**8.4** Cllr Harper withdrew from the meeting and Cllr Green took the chair for this item.

The Committee received correspondence and a report regarding the boundary fence between plots 28 and 29 and related matters.

The Committee discussed the details of the matters raised.

The Committee asked the Clerk to write to the owner of plot 29 informing him that he will be required to move his gooseberry bushes further away from the boundary. The bushes will be moved at the end of October. **ACTION: Clerk**

The Committee asked the Clerk to write to the owner of plot 28 informing him that he will be required to remove the boundary fence between plots 28 and 29 at the end of October. **ACTION: Clerk**

The Council will reinstate the boundary line at the end of October.

The Council will require the owner of plot 28 to give up plot 33a at the September renewal, as per his agreement with the Council.

The Committee discussed the formal complaint received from the owner of plot 28. The Committee **RESOLVED** to delegate the handling of the complaint to Cllrs Breedlove and Kilby, who will investigate the complaint and report back to the next meeting. **ACTION: Cllrs Breedlove & Kilby**

Cllr Harper re-joined the meeting and took the chair.

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

**9.1** The Clerk reported on the 2015-16 projects. The Committee asked the Clerk to progress the priority projects urgently. **ACTION: Clerk**

**9.2** The Clerk reported on repairs necessary to a beam of wood in the kitchen ceiling. The Committee confirmed that this could go ahead as an emergency repair. **ACTION: Clerk**

**9.3** The Clerk reported on the deterioration of a door in the main hall. The Committee asked the Clerk to get a quote for a replacement door. **ACTION: Clerk**

**9.4** The Clerk reported that he is organising the update to the Chairman's Board.

**9.5** The Clerk reported on a request from the FAO to purchase some soft matting for the pavilion floor. The Committee **RESOLVED** to authorise up to £200 from the Miscellaneous budget. **ACTION: FAO**

**10 WINNERSH RANGERS FC**

**10.1** The Committee discussed the WRFC request for a rebate on the 2014-15 payments, due to 11 a side matches being played elsewhere because of damage to the pitch. The Committee **RESOLVED** to authorise a rebate of £172.29.

**10.2** The Committee discussed WRFC's request for a revision of the pitch booking system. The Clerk will arrange a meeting with them to discuss the details. **ACTION: Clerk**

## **11 COMMUNITY CENTRE HIRING**

- 11.1** The Committee discussed the option of providing additional caretaking cover to clear up after parties. The practicalities and additional costs of caretaking cover were discussed. The Committee asked the FAO to track and report on lost bookings because of this issue. They also asked her to provide ideas for driving additional bookings eg packages. **ACTION: FAO**  
The Committee asked the Clerk to consult with other councils whether they provide a full cleaning service. **ACTION: Clerk**

- 11.2** The Committee considered a request for the Winnersh Brownies to use the hall on Friday evenings.  
The Committee discussed the income received from Friday bookings. The FAO was asked to produce a report on historical bookings and future bookings. **ACTION: FAO**  
The FAO was asked to contact the brownies to discuss the times and dates of their potential hirings and the potential clashes with other hirers. **ACTION: FAO**

## **12 CHRISTMAS LIGHTS 2015**

- 12.1** The Committee confirmed that it would like to run a Christmas Lights event on Friday 4 December. The Clerk was asked to invite the three primary schools to participate. **ACTION: Clerk**

## **13 CORRESPONDENCE**

- 13.1** Item 1; the Committee discussed the TV licensing query. The Committee suggested adding a 'no live TV' clause to the booking terms & conditions.
- 13.2** Item 6; Mrs Howard's thanks to the FAO were noted.
- 13.2** Item 9; the Committee asked the Clerk to enquire about the latest solar panelling information. **ACTION: Clerk**

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

- 14.1** The Committee discussed the NALC article on grants for sports grounds improvements. Cllr Harper was asked to make enquiries and report back. **ACTION: Cllr Harper**

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

- 15.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 7<sup>th</sup> July 2015** at 7.45 p.m. in the John Grobler Room.

## **PART 2**

### **16 CAFÉ IN PAVILION**

**16.1** The Clerk reported on the feedback from the Council's insurers regarding the setting up of a basic café run by volunteers. The Clerk was asked to discuss this option with the café's potential manager.

**ACTION: Clerk**  
Cllr Harper was asked to investigate producing a risk assessment for the project.

**ACTION: Cllr Harper**

Progress will be reported at the next R&A meeting.

There being no further business the meeting closed at 11.00pm.

## **APPENDIX 1**

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 2 June**

- 1 TV Licensing; compliance details
- 2 WBC; confirmation of receipt of alternative allotment site information
- 3 Anon.: request to lubricate adult gym equipment
- 4 David Vass: request to take over plot 72
- 5 Sue Taylor; theft at allotments
- 6 Mrs Howard; thanks to staff
- 7 Tony Howells; comments re allotment fencing
- 8 CAPS Ltd; introductory letter
- 9 WBC; solar panels initiatives
- 10 Glasdon; brochure
- 11 Redlynch; brochure

#### **Correspondence received since the issue of the agenda for the meeting of 2 June**

- N1 Winnersh Brownies; request to use hall on a regular basis
- N2 A Solo; CCTV maintenance contract
- N3 James Noyce; confirmation of funfair in August
- N4 Tony Howells; comments re allotment fencing process
- N5 WRFC; correspondence re matches played 2014-15