



Winnersh Parish Council

Winnersh Community Centre
New Road, Sindlesham, Wokingham
Berkshire RG41 5DU
Phone/Fax 0118 978 0244
e-mail recreation@winnersh.gov.uk
www.Winnersh.gov.uk

MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 1st DECEMBER 2015 IN THE JOHN GROBLER ROOM

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

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Cllrs J Bray, F Breedlove, D Green.

2 CLERK'S REPORT

CLERK'S REPORT as at 1.12.15

Update on items since the meeting of 3.11.15

Play Area/Recreation Ground

The clearing of the New Road pavement has started.

Scheduling of the repairs to the play equipment has been requested.

Repairs to trees due to gales have been undertaken. The Clerk reported that the small tree survey has been undertaken and will be reported to the Planning Committee.

Christmas Lights have been put into one tree so far.

Pavilion

Gas smart meter is scheduled for installation this week.

Pavilion House

Christmas Lights have been put up.

Main Hall/Offices

Planning applications have been lodged for the office window and the solar panels.

An additional booking re HFD development has been allowed in the John Grobler room.

Repairs to the office light have been confirmed for this week. Two external intruder lights require checking.

Allotments

3 MATTERS ARISING

3.1 The Clerk reported on the situation regarding the staffing of the bar and corkage.

3.2 The boxing of the meter and stop tap at the allotments is ongoing.

ACTION: Cllr Holdstock

3.3 The project for repairs to Pavilion House is ongoing.

ACTION: Clerk

3.4 The replacement of the wooden posts in the car park is ongoing.

ACTION: Clerk

3.5 The ‘no golf’ signs will be put up in the spring.

3.6 Guidelines re the flying of drones are awaited.

3.7 Cllr Harper will turn off the stop tap at the allotments.

ACTION: Cllr Harper

4 PUBLIC SESSION

4.1 none

5 R & A PROJECTS 2015-16

5.1 The Clerk reported that SPSEnergy have submitted a planning application to WBC, but the deadlines for completion of the application are very tight and the project may slip over into January, which may result in different tariffs being applied for the electricity produced. This topic is scheduled as an agenda item for the December Full Council meeting. The Clerk will request a revised financial summary for presentation to the meeting.

ACTION: Clerk

6 R & A BUDGET

6.1 The Committee confirmed that the unscheduled clearing of the New Road pavement should be included in the Miscellaneous budget.

ACTION: FAO

7 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

7.1 none

8 ALLOTMENTS

8.1 The Clerk reported on the renewals. There has been no response from 2 plot-holders. The Committee confirmed that these plot-holders are to be given final written notice for the completion of their renewals, otherwise the plots will be reclaimed.

ACTION: Clerk

All other plots have been renewed or are being re-allocated according to the Council's criteria for the allocation of plots.

8.2 The Committee received a report on the Northern Distributor Road and the options for the new allotment site.

Cllr Harper will investigate the quality of the land off Maidensfield and off the new Northern Distributor Road, ready for later discussions on potential sites.

ACTION: Cllr Harper

9 BEARWOOD REC. PLAY AREAS

9.1 The Clerk reported that repairs to the Play Area equipment have been requested. We are awaiting action from ARD. The lubrication of the roundabout mechanism will take place in the early spring ready for next summer.

10 CHRISTMAS LIGHTS 2015

10.1 The Committee discussed the preparations for the event. Most lights have been put up over the previous weekend. Thanks were expressed to Cllrs Ray & Curtis, the caretaker, Trevor Hockey and other volunteers.

The Committee reviewed the lights and **RESOLVED** to purchase 2 more sets.

ACTION: Cllr Harper

The WBC Mayor has confirmed his attendance.

Cllr Harper will contact Winnersh Primary School to confirm numbers and the timing of their singing.

ACTION: Cllr Harper

Sourcing of soft drinks, biscuits, mulled wine and mince pies:

ACTION: Cllr Southgate

Cllr Ray will monitor the car park. Car Park Full signs are required.

ACTION: Clerk

Cllr Harper confirmed that the Risk Assessment had been completed. Five high visibility vests are required on the night.

ACTION: Clerk

Collection for Mayor's Charity: Cllr Harper will contact R & I Shepherd-DuBey.

ACTION: Cllr Harper

11 R&A PROJECTS 2016-17

11.1 The Committee conducted a discussion on potential projects for next year. Included in the discussion were benches for the field, warm air hand-dryers for the Community Centre toilets, upgrading the John Grobler room business facilities, and upgrading some of the teenage equipment on the Recreation Ground.

The Committee discussed storage for the hall tables and chairs.

Car Park improvements were discussed. The Committee suggested that a professional survey should be undertaken to recommend parking and drainage improvements.

The Clerk reported that the wooden batons on the hall exterior need replacing. The Committee asked for the replacement of the wooden batons by UPVC models to be included in the External Decoration budget.

ACTION: Clerk

11.2 The Clerk presented a copy of the guidelines he was using for the Grounds Maintenance Contract renewal.

12 CORRESPONDENCE

- 12.1** Item 1; the Clerk will check the completion of the clearance of the New Road pavement and then inform WBC. **ACTION: Clerk**
- 12.2** Item 2; A hirer's thanks to the caretaker were noted.
- 12.3** Item 4; The Clerk was asked to check the necessity of temperature regulators in the Pavilion. **ACTION: Clerk**
- 12.4** Item N2; The Clerk reported the completion of the staff First Aid and Fire Marshall training. He will clarify the status of the FAO's First Aid training. **ACTION: Clerk**
- 12.5** Item N3; The Committee confirmed that a person on the allotment waiting list could wait for a suitable plot if necessary. **ACTION: Clerk/FAO**
- 12.6** Item N4; The Committee noted the request for a skate park. This suggestion has been investigated in previous years and is not considered practical for Bearwood Rec. The Clerk will reply. **ACTION: Clerk**
- 12.7** Item N6; The dates for the Borough Litter Pick were noted.
The Committee **RESOLVED** to take part in the litter pick on the morning of Sunday 20 March.
The Clerk will contact WBC to discuss a possible clash with the Queen's Litter Pick scheduled for 4-6 March 2016. **ACTION: Clerk**
- 12.8** Item N7; The Clerk reported on the latest information from WBC regarding street light maintenance. The Committee was very interested in the proposals and requested a meeting with WBC. **ACTION: Clerk**
- 12.9** Item N8; The Clerk presented a schedule of charges to continue participation in the WBC bulk energy buying scheme. The Clerk will produce an estimate of the benefits and costs of remaining in the scheme. **ACTION: Clerk**

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 5th January 2016** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 10.20pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 1 December 2015

- 1 Nick Robins; confirmation of New Road pavement clearing
- 2 Hirer; thanks to caretaker
- 3 SBS; re corkage and marketing of hall
- 4 Prestige Plumbing; cost for fitting radiator valves to pavilion hot water system.
- 5 Nigel Jeffries Landscapes; introductory letter

Correspondence received following the issue of the agenda for the meeting of 1 December 2015

- N1 NALC; Legal Topic Note- Control of Dogs
- N2 St John Ambulance; CF & AL Fire Marshal passes
- N3 Allotment; plot 9b query
- N4 WBC/James Pound; query re skateboard park
- N5 C&D Grounds Maintenance; introductory letter
- N6 WBC; Litter Pick, 19&20 March 2106
- N7 WBC; Street Lighting maintenance
- N8 WBC; Energy procurement contract update