



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.50 PM ON TUESDAY 2nd JANUARY 2018 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs S Hanna (Chairman), F Breedlove, G Harper, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Cllr L Wooldridge.

2 PUBLIC SESSION

2.1 none

3 CLERK'S REPORT

CLERK'S REPORT as at 2.1.18

Update on items since the meeting of 5.12.17

Play Area/Recreation Ground

Installation of the car park bollard is ongoing.

WRFC are not playing football over the Christmas and new year weekends. The Clerk confirmed that the pitch markings should still be visible.

The replacement of the climbing rock matting is scheduled for January 2018

Pavilion

Enhancements to the flat roof ridge are awaited.

The Christmas lights and decorations have been put up.

Cllr Harper indicated that he could help the caretaker take them down again.

Pavilion House

Main Hall/Offices

Relief Caretaker cover is being supplied by an external company. The Clerk will send out advertisements for a relief caretaker asap.

ACTION: Clerk

The in-house floor seal has been postponed.

Allotments

Minor repair work to the allotments has been undertaken. Cllr Harper explained that the rotavating of some plots is still required. A response is awaited from WBC.

4 MATTERS ARISING

- 4.1 The 'no overnight parking' sign is ongoing. **ACTION: Clerk**
- 4.2 The purchase of cable and basketball nets is ongoing. **ACTION: Clerk**
- 4.3 The installation of the car park bollard is ongoing. **ACTION: Clerk, Caretaker**
- 4.4 The Litter Pick is confirmed as Sunday 25 March 2018 at St Mary's Church.
- 4.5 The Committee discussed the requirements for the solar panels investigation. The Clerk was asked to forward the information on the Phase1 changes to Cllr Southgate.
ACTION: Clerk

5 R&A PROJECTS 2017-18

- 5.1 **Building Survey;** The **minor roofing/cladding** repairs are being scheduled in. The replacement of the **hall flat roof** will be a budget item for 2018-19. The Committee considered the quotations for the **brickwork** repairs. The Committee noted the variance in the recommendations received from contractors for the work. Additional quotes will be sought and the results passed on to the surveyors for an independent assessment. **ACTION: Cllr Breedlove**
The Committee considered the quotes for the **guttering/downpipes**. The Committee **RESOLVED** to accept the quote from Alder Glass for this work. The repairs are to be done after the brickwork repairs if possible.
The clearing of **trees and shrubs** adjacent to the pavilion is complete.
- 5.2 **Play Area Repairs:** The Committee considered the quote for the urgent repairs to the play area swings, the replacement of the two spica spindles and the investigation into further wear and tear on moving parts. The Committee **RESOLVED** to accept the quotes for these works, adding that replacements parts could be authorised for wear and tear at the time of inspection if this is deemed cost efficient. **ACTION: Clerk**

Estimates are expected for the matting repairs so that a budget can be set for 2018-19.
- 5.4 **Youth Worker project:** Cllr Harper is awaiting further feedback on this project following a public consultation by WBC.
- 5.5 **Car Park project:** Cllr Breedlove has found further companies able to advise on this project. He will contact them and report back to the Committee.
ACTION: Cllr Breedlove
- 5.6 The Clerk will request an update on the **Street Lights** upgrade from WBC.
ACTION: Clerk

5.7 The Clerk reported on the quotation for the repairs to the balustrade. Cllr Breedlove will seek further quotes before a decision is made. **ACTION: Cllr Breedlove**

5.8 The kitchen upgrade will now take place in February and/or April.

5.9 The Committee considered repairs to the pathway from Mole Road to the play area pathway. The Committee discussed the use and benefits of the pathway and the damage which would be done to an adjacent tree by repair work. The pathway was considered to be surplus to requirements and the Committee asked the Clerk to get quotations for the removal of the path and the reinstatement of the grassed area.
ACTION: Clerk

6 R & A BUDGET

6.1 The Committee noted that final figures for the Christmas Lights event 2017 are not yet available.

6.2 The Committee noted that the grounds maintenance spending for the year is on schedule.

6.3 The Committee discussed the requirements for repairs to Pavilion House. The Clerk and Cllr Harper will re-specify the repairs ready for 2018-19.
ACTION: Clerk & Cllr Harper

7 R&A PROJECTS 2018-19

7.1 The Committee discussed projects for 2018-19. The Committee asked Cllr Wooldridge to supply estimates for the cost of the following projects for consideration at the F&GP meeting.
ACTION: Cllr Wooldridge

- An inclusive swing
- Changing Places toilet facility
- Take a Seat campaign
- Make a Space provision
- Charging point for mobility scooters

7.2 The Committee considered other projects for 2018-19:

- | | |
|-----------------------------|--------|
| • Christmas Lights | £500 |
| • Hall floor seal | £8000 |
| • Hall internal decoration | £6000 |
| • Car Park | £35000 |
| • Play Area general repairs | £2000 |
| • Play Area matting upgrade | £10000 |
| • Flat Roof repair | £8000 |
| • Brickwork repairs | £13000 |
| • Guttering repairs | £975 |
| • Youth Club worker | £4000 |

• Allotment transitioning	£1000
• Hall Kitchen/Lobby upgrade	£10000
• Street Light upgrade	£2500
• Pavilion House internal fixtures	£3000
• Internal Lights upgrade	£2500
• Hall entrance gates & posts	£2200
• Miscellaneous	£2000

A lift to the upstairs office/meeting room was deferred for consideration in 2019-20.

7.3 The Committee **RECOMMENDED** to the F&GP Committee the items specified in 7.2 above as budget items for 2018-19.

8 ALLOTMENTS

8.1 The Clerk reported that he has written to all the ploholders with unpaid renewals requiring final payment by 8 January 2018.

8.2 Cllr Harper reported that he had discussed a revised layout with WBC for the new allotments. The Clerk reported that he had confirmed to WBC the Council's requirement for like-for-like allotment provision. The Committee discussed the problem of keeping the current ploholders up to date with information concerning the new site and in giving them the statutory notice to vacate the current site.

9 CHRISTMAS LIGHTS EVENT 2017

9.1 The Committee discussed the Christmas Lights event. Winnersh Primary School had supplied a large choir and parental support. The fireworks had been well received and a collection had been made towards the WBC Mayor's Charity. Cllr Harper was asked to thank the ladies from St Mary's Church for providing the refreshments. **ACTION: Cllr Harper**

10 CORRESPONDENCE

10.1 Item 6; the pest control programme at the Community Centre is complete.

10.2 Item 7; WRFC have started using a refreshment van and are progressing the use of a portable defibrillator.

10.3 Item N3; WRFC confirm that their fixtures are on schedule at the half-way point in the season.

10.4 Item N6; The Committee asked the Clerk to confirm the booking for first aid for the Fete 2018. **ACTION: Clerk**

11 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

11.1 none

12 TIME AND DATE OF NEXT MEETING

12.1 The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 6th February 2018** at 7.45 p.m. in the Sindlesham Room.

There being no further business the meeting closed at 10.25pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 2 January 2018

- 1 WBC; CIL spending arrangements
- 2 WBC; acknowledge end of Play Areas project
- 3 PestUK; allotment baiting report
- 4 ARD; December playground inspection report
- 5 Pumpmaster; sanitop service booked
- 6 PestUK; Community Centre baiting report
- 7 WRFC; update on defibrillator and refreshment van
- 8 Cllr F Breedlove; search for further brickworks quotations
- 9 ARD; Christmas closure dates
- 10 WBC; latest CIL data

Correspondence received following the issue of the agenda for the meeting of 2 January 2018

- N1 ARD; quotes for minor repairs to the play area
N2 WBC; acknowledgement of requirements for the new allotments
N3 WRFC; half-season update
N4 Vitaplay; confirmation of start of matting work
N5 BALC; advance notice of Royal Garden party invitations deadline
N6 Beyond First Aid; booking enquiry
N7 Nick Robins; completion of shrub work around pavilion
N8 Floors of Distinction; acknowledgement of floor seal order
N9 St Mary's Church; venue confirmed for Litter Pick, Sunday 25 March 2018

Quotations:

- Q1 Allder glass; drain/guttering works quotation
Q2 Allder glass; brickwork repairs quotation
Q3 Robseal; drain/guttering works quotation
Q4 Allder glass; external toilet handrail repair
Q5 Urban Roofing; hall flat roof repairs and replacement quotes
Q6 Robseal; hall flat roof replacement quote