



## **Winnersh Parish Council**

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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting held in the  
Sindlesham Room on **TUESDAY 5 FEBRUARY 2019**

**PRESENT:** Cllrs S Hanna (Chairman), G Harper, P Fishwick, J Southgate and L Wooldridge

**In attendance:** Philip Stoneman (Clerk)

### **1. APOLOGIES**

Apologies were received from Cllr F Breedlove.

### **2. DECLARATIONS OF INTEREST**

Cllr. Harper declared a non-pecuniary interest in Agenda Item 8 on the grounds that he was an allotment holder and would not participate in decisions relating to the item.

### **3. PUBLIC SESSION**

There were no members of the public present.

### **4. MATTERS ARISING FROM THE LAST MEETING**

Cllr Harper and the Clerk had inspected the entrance gates and posts adjacent to New Road and it was agreed that the rotten posts would be removed. Cllr Harper offered to carry out the work with assistance from the caretaker.

**ACTION: CLLR HARPER**

### **5. UPDATE ON PROJECTS**

5.1 The Clerk reported that playground repairs were scheduled for the second or third week of February. It was agreed that the damaged zip wire would be replaced and the quotation of £645 + VAT from ARD Playgrounds was agreed.

5.2 The bollards to the car park would be installed around the 15 February.

5.3 The CCTV cabling was replaced on 4 February and all five cameras were working correctly. The Clerk was asked to check that recordings were of good quality and that historical

recordings (up to 30-days) could be retrieved. The Clerk advised that it would be possible to view the CCTV remotely and that IT QED would be asked to arrange that.

5.4 Members considered the proposal from IT QED for improved Wi-Fi in the Community Centre and Allnatt Pavilion. This was a comprehensive solution and was considered to be more than was required. The Clerk was instructed to liaise with the broadband service provider to see if a better router could be supplied and to check whether the Wi-Fi extender would improve the signal. **ACTION: CLERK**

## **6. R&A BUDGET**

6.1 Cllr Southgate advised that the budgets had been reviewed at F&GP on the 29 January and given the level of expenditure in the current financial year, it would be necessary to restrict the spend on capital and special projects in 2019/20. Members discussed the option of using CIL funds for eligible projects including play area improvements.

6.2 Cllr Harper explained the reason for reducing the budget for the Youth Club Worker from £4,000 to £2,000 as he had been advised that the service would be able to operate with trained volunteers and without the need to employ a Youth Worker.

6.3 Cllr Fishwick explained that he had raised concern at the last F&GP meeting about the internal lights upgrade and the importance of replacing the units to avoid unplanned closures and the impact that would have on hirers and income. It was agreed that the Clerk would seek additional quotes and consideration would be given to funding the project from the CIL fund **ACTION: CLERK**

## **7. REVIEW OF HIRE CHARGES**

A list of hire charges for the Community Centre and Allnatt Pavilion was tabled showing the current charges and the charges if they were increased by 2% in line with inflation. Members **RESOLVED** to increase the hire charges by 2% with effect from 1 April 2019.

**ACTION: RFO**

## **8. ALLOTMENTS**

8.1 The Chairman updated the Committee on the allotments meeting that had been held on the 11 January 2019 and advised that it had been well attended and successful. Several points had been raised, including the method for dealing with compensation for moving from the existing allotment garden to the new allotment garden, and these had been sent to Wokingham Borough Council for response.

8.2 Members discussed the transitional arrangements and would seek an extension to the time that allotments holders would be given to move their equipment and produce to the new site. Members agreed to put a proposal to WBC, seeking an extension to the end of April.

8.3 The Committee agreed that the Allotments Sub-Committee (Cllr Hanna, Cllr Wooldridge and Cllr Fishwick) should meet with WBC to discuss a range of issues and the Clerk was instructed to make the arrangements. **ACTION: CLERK**

8.4 The Clerk was instructed to review the Move Plan and this would be added to the agenda for the meeting with WBC.

8.5 Members expressed disappointment at the rate of progress and some of the on-site works including heavy vehicles driving across the plots rather than using the paths and tracks.

8.6 Cllr Harper had been advised during a recent site visit that the ground was to be rotavated which was not in accordance with the specification. The Clerk was instructed to inform WBC that the plots were to be ploughed and not rotavated.

8.7 Cllr Harper advised that he had arranged for trees from a local supplier and was concerned that WBC had since said that their contractor was also arranging for the delivery of trees. The Clerk was instructed to raise the issue with WBC.

8.8 The Clerk advised that the draft lease had been received from the solicitor and that the term of the lease had been reduced from 30 years to 15 years. Members discussed the reason given by WBC for this and agreed not to accept any reduction in the term of 30 years that had already been offered. The Clerk was asked to instruct the solicitor accordingly.

8.9 A brief discussion took place about the allocation of plots and the Clerk advised that take-up had been good with only 17 plots remaining as unallocated.

## **9. GROUNDS MINTENANCE CONTRACT**

9.1 The Clerk informed the Committee that the grounds maintenance contract would expire on the 31 March 2019. Four companies had been invited to quote for the contract that would run from 1 April 2019 for 3 years.

9.2 The deadline for submission of quotes was 25 February to enable time to inform the successful contractor and allow them time to prepare.

9.3 It was **RESOLVED** that the quotations would be circulated to the R&A Committee and, taking into account any comments from Members, that delegated authority be granted to Cllr Hanna and Cllr Harper to award the contract as soon as possible. **ACTION: CLERK**

9.4 The Clerk advised that the dog waste bins had not been emptied recently and despite attempts to contact the company who had been providing the service, they were not responding. It was agreed that a quote of £10 per bin from a local company should be taken up and the service would be reviewed in line with the grounds maintenance contract.

## **10. PROVISION OF DEFIBRILLATORS**

Members considered the idea of providing a defibrillator at the Community Centre at an estimated cost of £1500. If the defibrillator was to be provided 24/7 then it would need to be fixed in a heated and lockable steel cabinet on the outside wall. The Clerk was instructed to seek the full cost, including electrical works to power the heater, and these would be given to Cllr Fishwick who offered to seek sponsorship to cover part, or all of the cost.

## **11. CORRESPONDENCE**

11.1 The Clerk tabled a list of correspondence and went through each item.

11.2 Re3cyclopedia app - Members agreed that WPC would promote the app on the website and on notice boards. **ACTION: CLERK**

11.3 Textile Recycling Banks - WPC were not able to identify any sites but suggested that Scope may want to try and seek sites where other forms of recycling were taking place. The Clerk was asked to respond accordingly. **ACTION: CLERK**

11.4 Annual litter pick - Members agreed that WPC would once again support and lead on the litter pick. The date selected was 24 March 2019, between 11.00 and 13.00, and subject to agreement would start at the St Marys Church car park. The Clerk was instructed to contact the Church Warden to make the arrangements.

**ACTION: CLERK**

## **12. ANY OTHER URGENT MATTERS**

There were no urgent matters.

## **13. DATE OF NEXT MEETING: TUESDAY 5 MARCH 2019 at 19.45.**

There being no further business the meeting closed at 22.10.