



Winnersh Parish Council

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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting held remotely on **Tuesday 19 JANUARY 2021.**

PRESENT: Cllrs L. Wooldridge (Chairman); S. Hanna; J. Southgate.

IN ATTENDANCE: Philip Stoneman (Clerk).
Joanne Yeomans (Community Engagement & Lettings Officer - CELO).

1 APOLOGIES FOR ABSENCE: Apologies were received from Cllr P. Fishwick.

2 DECLARATIONS OF INTEREST: None

3 MATTERS ARISING FROM THE MEETING OF THE 1 DECEMBER 2020

3.1 (Item 3.6) The Clerk had sent web-site links of manufacturers/suppliers of dual bins (recycling/general waste) for consideration by Cllrs Wooldridge, Hanna, and Fishwick and following agreement on the design, the procurement would be progressed.

ACTION: CLERK

3.2 (Item 10.1) The CELO confirmed that that signage at the allotments and Community Centre had been purchased and installed.

4 PUBLIC SESSION: There were no members of the public or press in attendance.

5 COVID-19

5.1 The Clerk gave an update on the latest lockdown that was introduced on the 5 January, confirming that WPC facilities were closed, with the exception of play areas and allotments. The Bearwood Recreation Ground remained open for casual use but not for organised sports.

5.2 The Parish Office remained open and staff were working from home with occasional visits to the office when necessary.

5.3 With the facilities being quiet, the Caretaker was taking 2-weeks annual leave during which time the emptying of litter bins, litter picking and any other duties deemed necessary was being carried out by a relief caretaker on a casual 'as required' basis.

5.4 The Clerk confirmed that WBC had been informed of the Parish Councils offer to provide the Community Centre facilities as a vaccination centre.

6 COMMUNITY CENTRE - EXTENSION AND CLADDING

6.1 The Clerk advised that the architect had received two quotes for the cladding and extension and was waiting for a third quote, at which time they would be evaluated by the architect and presented with a recommendation to Cllrs Wooldridge and Hanna for approval.

7 WILD FLOWER SEEDS

7.1 A paper produced by Cllr Fishwick (Appendix 1) about the Parish Council leading a project to provide wildflower seeding in Hatch Farm Way was considered. The Committee **RESOLVED** to support the proposal and thanked Cllr Fishwick, in his absence, for the proposal.

8 WINNERSH ALLOTMENT GARDEN

8.1 The CELO provided an update on allotment matters.

8.2 Several allotment deposits had been re-paid to allotment holders and the remainder were in the process of being returned. Banking details were being sought to enable, where possible, payments to be made electronically. A small number would require payment by cheque.

8.3 The Clerk advised that the land drainage project had progressed well and allotment holders had reported significant improvements with water being dispersed to the drainage ditch. There were still some issues for a small number of plots (from Plot 81 up to the top end of the site) that had not been included in the scheme and were still holding water. The Clerk was making contact with WBC to investigate if the scheme could be extended to include these plots.

8.4 The CELO advised that the first Allotment Association meeting had taken place and four plot holders had attended. Temporary committee positions were agreed and these including key roles of Chairman, Treasurer, Secretary, Communications, Site Rep etc. would be filled on a more permanent basis by the association in due course. The CELO would provide some interim secretarial/admin support in the meantime.

8.5 The Committee **RESOLVED** to allocate £1,000 to the association to enable the purchase of small items that would benefit the allotment garden. This funding was conditional that the association would provide a report to the Council (R&A Committee), via the CELO, for expenditure incurred. The frequency of the report would be quarterly.

8.6 The CELO had been asked by the association about the provision of two noticeboards at the allotments and it was **RESOLVED** that this would be funded from earmarked reserves (allotments). The CELO advised that some research had been done about the type of noticeboard and these would be procured. **ACTION: CELO**

8.7 The Clerk advised that he had been contacted by KIER, the contractor working for Highways England, about the possibility of the allotment garden being used as a small

compound area during a project to carry out concrete repairs to the bridge that carried the M4 over the railway line adjacent to the allotment garden. The project was scheduled for approximately two years' time and KIER were in the planning phase, scoping options for access, storage, welfare facilities etc. The Clerk was asked to keep the Committee informed about progress in this matter. **ACTION: CLERK**

9 CAPITAL PROJECTS

9.1 Cllr Wooldridge presented her paper about capital projects that had been circulated in advance (Appendix 2). The paper showed a list of projects for consideration and included the rationale, priority and estimate of the cost. As the level of available funds in 2021/22 was not currently known it was agreed that the paper would be referred to Finance & General Purposes Committee on the 26 January 2021 when the council's financial position, after an assessment of Q3 accounts, should be known.

9.2 The Committee agreed that the Youth Club project, shown in the list, should be moved to the revenue budget from the next financial year, given that it was an on-going commitment. Cllr Wooldridge was thanked for producing her paper.

10 JOINT HEALTH & WELL BEING STRATEGY - CONSULTATION

10.1 The Committee discussed the consultation and agreed that this should be posted on the WPC website to enable the residents of Winnersh and Sindlesham to respond.

ACTION: CELO

11 WINNERSH MEADOWS INFORMATION SIGN

11.1 The Clerk had circulated the comments that Cllr Fishwick had made on the draft information sign for Winnersh Meadows and the Committee agreed that these should be sent to WBC.

ACTION: CLERK

12 BERKSHIRE YOUTH

12.1 The Clerk had circulated a partnership agreement prepared by Berkshire Youth that related to the provision and payment of the Youth Club facilities and youth worker at Rainbow Park.

12.2 Cllr Hanna provided some background information and raised concern that the agreement included provision for WPC being responsible for paying all costs reasonably associated with the employment of the youth workers.

12.3 The committee was satisfied that there should be some form of service level agreement relating to the payment of £25/hour (£125/week) but it should not include any provisions that would leave the council responsible for any other costs. **ACTION: CLERK**

13 CORRESPONDENCE: There were no items of correspondence.

14 MATTERS CONSIDERED URGENT BY THE CHAIRMAN: There were no urgent matters.

15 DATE OF NEXT MEETING

15.1 It was agreed to cancel the next scheduled meeting on 2 February. The next meeting would be held on **Tuesday 2 March 2021 at 19.30**.

There being no further business the meeting closed at 20.55.

APPENDIX 1

Introduction and background

Wildflower meadows offer a diverse and typically attractive habitat for the pleasure of everyone. These areas are a key to the biodiversity of a locality. However, according to research by Plantlife, the UK has seen a 97% decline in wildflower meadows since 1930.

This has been due to changes in agricultural policy and practice, particularly increased herbicide uses, improved field drainage as well as the growth of urban sprawl.

With the urban sprawl comes grass verges being mown, not allowing wildflowers to flourish. However, allowing open habitats with wildflower areas within urban settings provides for several advantages:

- Plant diversity attracts insects and other invertebrates such as butterflies, bees, spiders as well as birds and mammals.
- Wildflowers add a changing colour to the urban environment throughout the seasons.
- Active involvement of the local community in managing a site can encourage ownership values.
- Opportunities for education including local schools, recreation, and pleasure, as well as a piece of the countryside in an urban setting.



Hatch Farm Way site

Hatch Farm Way (Winnersh Relief Road Phase 1) was constructed by developers Bovis Homes and Persimmon Homes as part of the development at Hatchwood Mill. A large verge area on the northern side of the road will not be adopted by the Highways Authority Wokingham Borough

Council and as such the ownership will be transferred from the developers to a Management Company that will look after all the unadopted areas within the development.

The large parcel of land has been protected by an earth bund and ditch installed by the developers in August 2020 due to several incursions of unauthorised encampments.

The earth bund at this site would be an ideal location for a wildflower meadow and the developers have been approached and agreed to the bund being used for that purpose.

The bund would remain in the ownership of Bovis Homes and Persimmon Homes but be transferred to the Management Company once they have completed the development.

If the Parish Council agree to this site, a Management Agreement should be drawn up so that all parties are aware of what the land is designated for and timings for any strimming etc.

Councillor Paul Fishwick



Bund looking towards Lower Earley Way



Bund looking towards King Street Lane

Rationale and recommendations for proposals for budget provision for Capital projects for discussion at R&A before presentation to F&GP in January 2021

1 Exec Summary:

In January 2020 the Parish Council held a Strategy Workshop in which we set out and prioritised the investments we felt appropriate and necessary for the Community Centre and Grounds in order to provide the best possible service to the residents of Winnersh. We also at that time established that going forward the strategy would drive our decisions on budgetary issues so we would start by identifying what we want to do and then look for ways to fund those ambitions.

The top priority identified in the Strategy workshop was to invest in improving our buildings and grounds to ensure we have a competitive and compelling offering to users to maximize our prime revenue stream. The Covid 19 pandemic has meant that some projects identified to support that strategic goal have yet to be undertaken. This is reflected in the projects recommended for top priority going forward into 2021. Projects that emerged from the next tier of strategic priorities are included in the planning so as to provide a clear roadmap of the work we envisage for future years.

One impact of the Covid 19 pandemic is that we will need to consider the programme of projects in phases. This is reflected in the breakdowns below.

2 Roadmap of projects and work to be done going forward.

Funding Model for Capital projects

Funding for the projects we want to undertake will be drawn as appropriate from the following sources:

- Section 106
- CIL
- EMR (self-borrowing to be repaid when Covid restrictions are lifted and revenue stream is reinstated)
- Public Works Loan Board – borrowing from public funds
- Grants
- Precept

Top Priority projects:

Facilities and Built Environment.

Identified as the top priority at the Strategy Workshop as our revenue comes almost entirely from hirers making use of our facilities. That top priority is to bring the buildings up to a good modern standard and ensure they are a competitive and compelling offering for local people to come and use.

Priority	Phase	Project	Brief description	Cost (£k)	Funding sources	Notes
1	1	Additional facilities/ building repairs	1. Replace cladding on the walls of the main hall to keep the building weather tight	20	Already in budget	This work is urgent – to be delivered before April 2021
1	1		2. Build a small extension onto the main hall to provide storage facilities, allowing the chairs etc. to be removed from the main hall making the main hall more attractive to hirers and to move Winnersh Rangers storage facilities from Allnatt.	40	Already in budget	This work will support maximizing revenue from hireable space. To be delivered before April 2021
1	2	Repurpose and refurbish buildings	3. Relocate Parish Office to Allnatt Pavilion to free up more valuable revenue generating space in the John Grobler room	70	Funding model	This will result in an increase in hireable space/rooms
1	2	Lift	4. Sindlesham /John Grobler rooms refurbishment – provide a small lobby extension, install a passenger lift and internal stairway to make John Grobler room a more practical hireable space. 5. Remove the bar and cellar to make the Sindlesham Room a larger and more hireable space.	45 15	Funding model	A small lobby extension would ideally be required to accommodate the lift in view of roof heights in the John Grobler
2	1	2 park and charge spaces	6. Install 2 park and charge spaces adjacent to the community centre for use to charge electric bicycles, wheelchairs, and mobility scooters	Cost tba	Funding model	This is flagged as priority 2 however there may be considerable cost savings to be had by including the work in the Allnatt repurpose/refurb work
2	2	EV charge points	7. Provisional sum as indicated in Hampshire CC pre-feasibility study. Feasibility ordered to determine cost and financial	£28k Prov sum	Funding Model	This requires a feasibility study so is unlikely to go ahead before 2021/2022
2	2	Changing Places Toilet	8. Install a proper Changing Places Toilet to the nationally accepted specification which will allow us to apply for grant funding for the work and once complete to register the facility	£15k prov sum	Funding Model	This requires a feasibility study so is unlikely to go ahead before 2021/2022 however could be candidate for inclusion with Allnatt reurb/repurpose
2	2	Car park flooding	9. Remedy the flooding issues in the car park – especially around the blue badge parking spaces.	£15k prov	Funding Model	This is unlikely to go ahead before 2021/2022

		remedy		sum		
2	2	Public noticeboards	10. To replace existing noticeboards around the Parish, subject to an evaluation of benefit/need.	£8k	Funding Model	Existing noticeboards are in a very poor condition and should be replaced if their use is required.
2	2	Toilet facilities	11. To refurbish the toilet facilities in the Community Centre (Ladies/Gents/Accessible)	£30k	Funding Model	The facilities are 'tired' and are in need of a complete overhaul.

Topics for Future Projects drawn from the Strategy workshop but below Priority 1 and 2.

The projects in this section are drawn from the strategy workshop but it is recognized that these projects are for various reasons now likely to be scheduled next year (2022/2023)

Health and Safety	This category of work has been brought into sharp focus by the events of the past year and while the projects in this category are not specifically Covid related they do reflect a clearer look at our responsibilities as a parish council to create and maintain a workplace and public facility that is safe for users and equipped to deal with potentially foreseeable situations.
External Environment and grounds	Our outdoor facilities have seen various upgrades in 2019 but in line with our goal to improve our offering there are a small number of projects in this category to include in our planning.
Physical/Mental Health and Wellbeing	We have historically focused a lot on the physical health aspects that our facilities support and we should continue to do so going forward, however the COVID-19 pandemic has shown how isolation can take a severe toll on mental health and well-being. The need to address this is reflected in the projects in this category.

Future projects – project breakdown

Topic	Priority	Phase	Project	Description	Cost (£k)	Funding source	Notes
Health& safety	3	1	First aid equipment	1. Install a defibrillator. 2. Purchase a Mangar inflatable raiser to safely get anyone who has fallen to their feet.	£3	Funding model	This is part of the drive to provide a hire and workplace that is well equipped for safe use.
Health and safety	3	1	Repave walkway from car park	3. Replace the paving forming the walkway from the car park to the community centre with a surface that is less slippery, and more forgiving should anyone fall.	£3	Funding model	This walkway is very slippery especially when wet and in autumn when the leaves fall, and also there are broken and uneven pavours that create trip hazards
External environment	3	1	Hedgerow and wildflower area	Contributing to wildlife biodiversity and making the land visually appealing. Location 1. hedging around Bearwood Recreation Ground, 2. Wildflower meadow corner of Bearwood Rec at Mole Road/Bearwood Road 3. Wildflower meadow at 'earth bund' Hatch Farm Way Winnersh.	£5	Funding model	It is envisaged this will be supported by the Woodland Trust who will provide hedging plants free of charge, implemented by volunteers bringing more opportunity for residents to become involved with activities
External environment	3	2	River Loddon Flood prevention scheme	Contribution (from CiL) towards flood prevention scheme that will mitigate flooding in and around the Showcase roundabout, properties and businesses abutting the A329 Reading Road and Mill Lane (Sindleham).	£10	Funding model	To be planned for 2022/2023
External environment	3	1	Wheelchair friendly swing	To make the outdoor fitness provision inclusive of people with disabilities.	£10	Funding model	To be planned for when Covid restrictions are lifted – expected to be in 2022/2023
Physical/mental Health and well being	4	1	Friendly bench	Seating area specifically designed to encourage and facilitate conversation, knowledge sharing etc (this is a nationwide initiative but may need to be paused until Covid 19 is no longer imposing restrictions)	£2	Funding model	To be planned for when Covid restrictions are lifted – expected to be in 2022/2023
Physical/mental Health and well being	4	3	Maker Space	Workshop for crafts, DIY etc - to facilitate passing on and sharing skills and tackling social isolation - suitable space for this could be included in the repurposing/refurbishing plans for the other spaces in the Community Centre buildings.	£5	Funding model	To be achieved by repurposing existing space where at all possible
Physical/mental Health and well being	4	2	Trim Trail	To supplement outdoor gym - trim trail to run round the perimeter of the recreation ground.	tba	Funding model	Trim trail around the perimeter of the recreation ground