



Winnersh Parish Council

Winnersh Community Centre
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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting held remotely on **Tuesday 1 DECEMBER 2020.**

PRESENT: Cllrs L. Wooldridge (Chairman); P. Fishwick; A. Greenwood; S. Hanna; J. Southgate.

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

1 APOLOGIES FOR ABSENCE: Cllr F. Obileye.

2 DECLARATIONS OF INTEREST: None

3 MATTERS ARISING FROM THE MEETING OF THE 3 NOVEMBER 2020

- 3.1 (Item 3.6) The CELO advised that Sindlesham Baptist Church had been advised of the decision of the Committee not to allow the event to go ahead on Bearwood Recreation Ground, and the reasons for that.
- 3.2 (Item 11.1) The Clerk advised that whilst the play equipment company (PlayFix Ltd.) had offered to supply and install a refurbished SPICA Spinner in the play area, it was subsequently discovered that this was not possible and a replacement unit would be required at a cost of approximately £900, and a quotation was awaited.
- 3.3 (Item 12.1) The CELO confirmed that two allotment rent payments remained outstanding. Despite attempts to contact the plot holders they had not responded and had been informed that the plots were being relet.
- 3.4 (Item 12.2) The CELO advised that several allotment holders had expressed interest in being involved in an allotment association. A virtual meeting was being arranged so that the initiative could be developed. **ACTION: CELO**
- 3.5 (Item 13.1) The Clerk advised that Nick Robins had ordered the trees that would be planted before Christmas.

- 3.6 (Item 14.2) The Clerk would send web-site links of manufacturers/suppliers of dual bins (recycling/general waste) for consideration by Cllr Wooldridge, Cllr Hanna, and Cllr Fishwick.
ACTION: CLERK

- 3.7 (Item 15.1) The Committee agreed that the review of Noticeboards would be considered at a future meeting.

- 3.8 (Item 16.1) The response to the consultation on the Arts & Culture Strategy had been submitted to Wokingham Borough Council and would be uploaded to the WPC website.
ACTION: CELO

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

5 COVID-19

- 5.1 The Clerk and CELO gave an update on the lockdown (5 November to 2 December) during which the WPC facilities were closed, with the exception of play areas and allotments. The Bearwood Recreation Ground was open for casual use but not for organised sports.
- 5.2 The Parish Office remained open with staff working from home where possible and the public were advised to email or call rather than visit in person.
- 5.3 Contact had been made with regular hirers, some of which had decided not to return until the new year. Others, including children's early years activity providers requested a return subject to the decision of WPC to re-open.
- 5.4 The committee considered that provided hirers were able to adhere to the government rules on ensuring a COVID safe environment for their customers, and WPC staff, that the facilities would reopen from the 2 December 2020. The committee **RESOLVED** to re-open the facilities with effect from the 2 December in line with government guidelines.

6 HIRE CHARGES

- 6.1 The CELO had circulated a paper in advance of the meeting setting out proposed hire charges for the Winnersh Hall and Sindlesham Room. The existing arrangement did not allow for the rooms to be hired separately over a weekend evening and there was a block charge for weekend evenings (Friday and Saturday). The proposed charges set out in Appendix 1 allowed for the flexibility to hire the rooms separately and on an hourly basis. The committee **RESOLVED** to apply the charges, as set out in Appendix 1, and that for Friday and Saturday evenings (after 6pm) a minimum charge of 2 hours would be applied.
- 6.2 The committee considered whether an inflationary increase should be applied to other hire charges but decided that this should be considered in a more comprehensive review with comparisons being made with similar type facilities in the area. The review would also consider whether separate charges for commercial and community use should be available. The CELO was asked to carry out a further review for consideration at a future meeting.
ACTION: CELO

7 COMMUNITY CENTRE - EXTENSION AND CLADDING

- 7.1 The Clerk advised the committee that the architect had met with three builders who were in the process of submitting quotations for cladding the exterior walls of the Community Centre. They had also been asked to provide provisional prices for the extension that would be confirmed when detailed drawings and structural information had been produced.

8 OUTDOOR GYM

- 8.1 The Clerk confirmed that the outdoor gym and surfacing had been installed at a cost of £24,973 +VAT and was ready for use. The installation company had provided a footpath link to the car park making it possible to access the outdoor gym without having to walk across wet and muddy ground. The section of footpath was installed at a cost of £2,150 + VAT.
- 8.2 In addition, a short length of link path had been installed at a cost of £1100 + VAT to enable people to cross Mole Road more safely between the entrance to Lord Harris Court and May Fields.
- 8.3 A small section of earth bund, that had been acting as a dam, had also been removed to help drain water that was ponding in the car park and that was proving to be an effective measure. The cost of the drainage channel was £250+VAT.

9 BEARWOOD RECREATION GROUND

- 9.1 The Clerk advised that following agreement by Full Council to fund six new trees to be planted on the boundary with Mole Road, between May Fields and Bearwood Road, Nick Robins had placed the order as discussed under Item 4.5.

10 WINNERSH ALLOTMENT GARDEN

- 10.1 In addition to the update provided at Items 4.3/4.4 the CELO advised that signs were being designed for installation at the allotment garden. This included general information and contact details. Speed limit signs would also be provided, and it was agreed that a speed limit of 10mph would be applied.

ACTION: CELO

11 CORRESPONDENCE

- 11.1 The Clerk advised that he had received an email from PEST UK, setting out the terms of a contract to provide 8 scheduled inspections per year at a cost of £429 +VAT and that would cover the period 27 November 2020 to 26 November 2021. The committee agreed to accept the quotation.

12 MATTERS CONSIDERED URGENT BY THE CHAIRMAN:

- 12.1 Cllr Southgate reminded the committee that the budget setting process included consideration of projects for funding in the next financial year (2021/22).

An item would be put on the agenda for Full Council on the 8 December to start the process, and members were asked to consider projects for consideration at the next meeting of Recreation & Amenities Committee, provisionally scheduled for the 5 January 2021).

- 12.2 Cllr Wooldridge sought views from the committee on changing the frequency of the committee meetings from monthly to bi-monthly or quarterly, given that there was not always a great deal of business to consider. Cllr Wooldridge felt that additional meetings could be scheduled when there was demand.

Cllr Southgate felt that there was still sufficient business to justify monthly meetings but, if necessary, meetings could be cancelled.

Cllr Fishwick was supportive in principle of bi-monthly meetings but felt this was something that should be reviewed in more detail after March of the new year.

The committee agreed to continue to hold monthly meetings for the time being but to review at each meeting whether the following months meeting was required.

- 13 DATE OF NEXT MEETING: TUESDAY 5 JANUARY 2021 at 19:30 (Cancelled)**
Post meeting note: The meeting scheduled for the 5 January 2021 was cancelled with the next meeting held on the 19 January 2021. This was to enable time for the committee to consider capital projects in advance of an F&GP budget meeting.

There being no further business the meeting closed at 20.30.

APPENDIX 1

Review into hire charges at Winnersh Community Centre

At the last Recreation and Amenities Committee, held on 3rd November, we discussed altering the hire charges at the community centre in order to make them more flexible and appealing to prospective hirers. This mainly refers to Friday evening to Sunday prices. We currently hire the Winnersh Hall and Sindlesham Room together at these times.

Having done some research into hire charges in other facilities run by parish or town councils in the local area, obviously they all do it slightly differently. Many of them have rates for parishioners or rates for either 'community' or 'commercial' functions.

For comparison, below details how much it would cost to hire a hall/space on a Saturday day and evening in the local area (inc. VAT). Where possible I have chosen a hall/room of similar size to Winnersh Hall.

	Saturday daytime	Saturday evening
Winnersh Parish Council	Winnersh Hall and the Sindlesham Room on a Saturday daytime before 6pm is £37.95 p/h.	Winnersh Hall and the Sindlesham Room on a Saturday night is £245.80 from 6pm-midnight, it works out to be £40.96 p/h.
Charvil Village Hall	£14.65 p/h - Community rate £27.20 p/h - Commercial rate	£31.40 p/h - Community rate £60.95 p/h - Commercial rate
Earley Town Council (Maiden Place Community Centre)	For a party it would cost £37.50 p/h (community) or £59.60 (commercial) For any other event £13 p/h (Community) or £20 p/h (commercial)	Same prices as daytime
Woosehill Community Centre	£18 p/h - community rate £33 p/h - commercial rate	Same prices as daytime
Wokingham Town Hall	£19 p/h - community rate £40 p/h - commercial rate	Same prices as daytime
Swallowfield Parish Council	£14.50 p/h - community rate £26 p/h - commercial rate	£30 p/h - community rate £49.50 p/h - commercial rate
	Parties £20.50 p/h	

Wokingham Without	Commercial - £17.82 p/h Clubs/Societies - £14.84 p/h	Same prices as daytime
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Our Saturday day is one of the more expensive prices in comparison with other sites with the rooms combined. We could alter the weekend pricing to reflect the prices in the week, this is also applicable to the Friday night price where the WH and SR are priced as a block six-hour fee of £165.25 which is £27.54 p/h.

Midweek pricing:

WH - Monday -Thursday until 6pm	£22
WH -Monday - Thursday 6pm - midnight	£27.35
SR - Monday - Thursday until 6pm	£14.25
SR - Monday - Thursday 6pm - midnight	£20.80

Suggested pricing:

	Sindlesham Room (hourly)	Winnersh Hall (hourly)	Sindlesham Room and Winnersh Hall combined (hourly)
Friday Eve (from 6pm)	£20.80	£27.35	£48.15 - 25% = £36.11
Saturday Day (up to 6pm)	£20.80	£27.35	£48.15 - 25% = £36.11
Sat Eve (from 6pm)	£25.00	£35.00	£60 - 25% = £45
Sunday Day (to 6pm)	£14.25	£22.00	£36.25 - 25% = £27.19
Sunday Eve (from 6pm)	£20.80	£27.35	£48.15 - 25% = £36.11

Other considerations:

- Minimum hire charge of 2 hours for Friday or Saturday evenings.
- If a group hired the SR on a Saturday night for music practice? society meeting? etc would we want to hire out the WH for a social function in terms of noise and disturbance?

Joanne Yeomans - Community Engagement & Lettings Officer

26 November 2020