



Winnersh Parish Council

Winnersh Community Centre
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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting
held on **Tuesday 4th July 2023 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs Doyle (Chairman), Green, Nicholson & Southgate

Officers: Marcia Milsom - Clerk

1. APOLOGIES FOR ABSENCE

None received.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 6th June 2023 had been approved and signed at the Council meeting on 20th June 2023.

The Clerk's report with updates on matters arising from previous meetings was attached at Appendix 1. **Noted.**

Cllr Southgate asked that updates from the previous month be highlighted to make them easily identifiable.

Cllr Doyle reported that she had received one quote for replacing the curtains which was over the current budget. She advised that she was in the process of obtaining additional quotes but noted there may be a requirement to increase the current budget.

Cllr Green asked whether the existing curtains could be repaired but it was noted that they were perishing in places and therefore full replacement would be required.

4. BERKSHIRE YOUTH

A written report from Berkshire Youth was presented as below:

Rainbow Park: June Review

Total Number of YP: 20

Total Attendances: 46

Weeks Open: 4

Programme Overview:

Over the course of June, young people have been making use of the nice weather and outside facilities enjoying large groups games on the field, such as capture the flag and some team challenges before taking part in a water fight. Young people have also been making use of the football goal and basketball hoop, with both games becoming very popular amongst the group. Over recent weeks young people have also made use of the park during the session.

Inside the centre, young people have enjoyed utilising the Wii, Lego building, making slime, and clay modelling. With the addition of a new cooker, young people have been able to continue their cooking programme having made brownies this past week.

Programme plan for the remainder of the sessions.

Date	Activity 1	Activity 2	Activity 3
05/06/2023	Human rock paper scissors	Egg Drop	Give it a go show
12/06/2023	Contacto	Pitta pizzas	Squash Pong
19/06/2023	Treasure Hunt	Kickball	YP Choice

5. WINNERSH ALLOTMENTS

The Committee had carried out a site visit of the allotments immediately prior to the meeting.

- i. Lease amendments – a final draft Deed of Amendment and map is awaited.
Noted.
- ii. The construction work on the Oak Tree School and access road is nearing completion. The Clerk, CELO and Cllr Harper are meeting with Reds10 and WBC on 11th July to discuss any remedial works required to the allotment site prior to Reds10 leaving site. **Noted.**

6. WINNERSH RANGERS FC AGREEMENT

A draft agreement for WRFC storage, matches and training at Bearwood Recreation Ground for 2023/24 was attached at Appendix 2.

The Clerk had proposed an increase of 7% to all charges in line with the other facility charge increases agreed in February 2023.

It was **RESOLVED** that a 7% increase be applied as per the Clerk's proposal.

7. CAPITAL PROJECTS AND BUDGET REVIEW 23/24

An update on 2023/24 capital projects was attached at Appendix 3. **Noted.**

- i. Toilet Refurbishment – the Clerk had only managed to obtain one quote for complete replacement of the toilets which was substantially over budget.

The Clerk had suggested that a partial refurbishment may enable the project to go ahead within budget and achieve a similar outcome. This would include replacement of only flooring, tiles, taps, hand driers, toilet roll and soap dispensers plus redecoration throughout. An additional baby changing unit could be installed in the men's toilets. The existing sanitaryware, mirrors and partitions were in reasonable condition and could remain in situ.

It was **RESOLVED** that the project detail be amended to refurbishment rather than replacement and the Clerk was asked to obtain quotes.

ACTION: CLERK

- ii. Path Renewal – the Clerk advised that she was still working on obtaining revised quotes.

Cllr Green suggested that consideration be given to replacing the broken slabs only at this stage as the Allnatt Pavilion survey had identified the path to be in reasonable condition. A full replacement could be investigated once any major works had been completed on the Allnatt Pavilion which could include route amendment. The Clerk was asked to obtain quotes for both options.

ACTION: CLERK

- iii. Pavilion House – it was noted that once the improvement works had been completed, annual inspections should be reinstated.

8. CORRESPONDENCE

None received.

9. DATE AND TIME OF THE NEXT MEETING

The next meeting was **AGREED** as Tuesday 5th September 2023 at 7.30pm.

The meeting closed at 8.00pm.

R&A Clerk's Report - Jul 2023

Meeting Action Point	Date Decision Ratified	Minute reference	Action by	Notes	Status
Path Repair	03.01.23	8.1 (i)	Clerk	Clerk liaising with WBC on tarmac options and obtaining revised quotes	In progress
Main Hall Floor	03.01.23	8.1 (iv)	Clerk	Order placed with Floors of Distinction for works to be completed in Aug 2023	In progress
Disabled bay tarmac	03.01.23	9.2	Clerk	Clerk liaising with original quoters for revised quotes	In progress
	02.05.23	7 (ii)	Clerk	The Clerk is investigating the integrity of the waste pipe running beneath the bays.	In progress
Coronation Commemorative Bench	24.01.23	FC 16.1 (a)	Clerk	Bench installed	Complete
Main Hall toilet refurbishment	07.02.23	3 (8.1 iii)	GH/Clerk	Quotes being obtained for refurbishment of main toilets. Order for disabled toilet refurbishment placed with Berkshire Construction	In progress
Main Hall/Allnatt Pavilion curtains	07.02.23	3 (8.1 vi)	LD	Obtaining quotes for replacement curtains for installation in Aug/Sep 2023	In progress
Bearwood Rec Signage	07.04.23	4	Clerk	Signage installed	Complete
Allotment lease update	07.04.23	6 (ii)	GH/Clerk	Draft Deed of Variation received. Final map and Deed of Variation awaited	In progress
Allotment locks	07.04.23	6 (v)	Clerk	CELO investigating if any warranty on locks	In progress
Pavilion House	07.04.23	9 (ii)	Clerk	Orders placed for kitchen & bathroom upgrade, electrical and plastering works and carpet. Redecoration quotes being sought. Window and door replacement carried out 22nd/23rd May	In progress
Pavilion House	07.04.23	9 (ii)	Clerk	Clerk has confirmed with Berkshire Construction that air vent sealing included in price for other works	In progress
Dimmable lighting	07.04.23	9 (iii)	Clerk	Mood lighting changed to LED	Complete
Disabled Toilet refurbishment	07.04.23	9 (iv)	Clerk	Order placed with Berkshire Construction	In progress
Allnatt Pavilion survey	07.04.23	10	Clerk	Survey carried out on 31st May. Report being reviewed by Facilities Development WG.	In progress
Sue South Memorial Bench	07.04.23	12	Clerk	Bench installed. Invoice raised to Mr South	Complete
Sindlesham Room door magnet	07.04.23	13	Clerk	Order placed with Berkshire Construction and liaison ongoing re door closers	In progress
Basketball nets	06.06.23	10	Clerk	Clerk has applied for #ProjectSwish nets	In progress
Path Renewal	06.06.23	12 (ii)	Clerk	Clerk awaiting information from WBC on tarmac option	In progress
SR/JGR access	06.06.23	12 (iv)	Clerk	Clerk has applied for funding through Lottery Fund	In progress

Other items:

External accessible toilet	Emergency pull cord - damaged - Clerk has ask Berkshire Construction to quote for replacement
	Fuse box - unauthorised access - Clerk has asked Berkshire Construction to quote for metal cupboard around box
Allotment taps	Two more taps leaking. Reported to Berkshire Construction and repairs awaited



Winnersh Parish Council

**AGREEMENT BETWEEN
Winnersh Parish Council
and
Winnersh Rangers Football Club
For the 2023/2024 Football Season**

This agreement covers the use of the Winnersh Parish Council (WPC) football pitches and storage at the Winnersh Community Centre, New Road, WOKINGHAM, RG41 5DU by Winnersh Rangers Football Club (WRFC) during the 2023/2024 football season.

Use of the Football Pitches

WRFC games will be accommodated subject to pitch availability and fitness.

WRFC will supply the contact telephone numbers of two officials who can be informed of pitch playability. The Grounds Contractors will perform an inspection on each Friday during the season. If, for any reason, they deem any pitch unplayable on the Saturday and/or Sunday, notification will be made to one of the two nominated WRFC officials on the Friday. If the pitch is passed fit on the Friday but the pitch condition deteriorates subsequently before a match is due to be played, it is the referees' and WRFC responsibility to call off matches.

If pitches are used against instruction from WPC, WPC reserves the right to terminate this agreement.

Dates for 2023-24:

The WRFC season will commence 2nd September 2023 and run until 28th April 2024. Evening training will take place on Tuesdays, Thursdays and Fridays for 6 weeks commencing August 2023 and during April and May 2024.

Car Parking

Cars are to be parked in the car park at the owner's risk, in such a way as to cause minimal disruption to other hirers. If the car park is full, WRFC will ensure that all WRFC visitors, players and officials park in New Road, Mole Road or Bearwood Road, taking care not to block residents' driveways. Cars parked in the surrounding area must not impede or inconvenience local residents. If complaints are received from residents then future matches may be in jeopardy.

**Winnersh Parish Council****Fees**

The fees for the hire of the pitches and storage are as follows:

	Weekly cost	No weeks/ matches	Total
Storage Hire	£28.50 + VAT = £34.20	52	£1,482 + VAT = £1,778.40
Training	£28.00	69	£1,932.00
Matches	£25.50	100	£2,550.00
			£6,264.40

The total will be split into 4 payments, the first to be invoiced at the start of the season, the second at the end of November, the third in February and the fourth in May.

The amounts to be invoiced are:

Payment 1 - £1,566.10

Payment 2 - £1,566.10

Payment 3 - £1,566.10

Payment 4 - £1,566.10

An extension of evening training into June can be agreed by mutual consent and will be charged at the above rate.

Signed:

Winnersh Parish Council

Signed:

Winnersh Rangers Football Club

R&A Capital Projects Update 2023/24

Jul-23

Item No	Project	Budget	Committed/ Actual Cost	Project detail	Action/Notes
1	Toilet Refurbishment	30,000.00	5,527.62	Replace the toilets in the WCC and replace with male, female and unisex baby changing area. Upgrade and reconfiguration of accessible toilet	Clerk sourcing quotes for main toilets. Accessible toilet refurbishment due to start July 2023
2	Community Hall Floor	10,000.00	8,784.12	Sand & re-seal	Sand and re-seal works scheduled for August 2023.
3	Path Renewals & Ramps	15,000.00		Replace the footpath with bitmac/resin or similar or replace/repair rocking and broken slabs between the car park and the community centre and around by the Sindlesham Room/Parish Office.	Clerk drawing up specification and contacting contractors for revised quotes
4	Dimmable Lighting	5,000.00	342.18	Low level/dimmable lighting in the Winnersh Hall and Sindlesham Room	Mood lighting upgrade complete
5	Sindlesham Room/Parish Office	25,000.00		Strip out bar area and install internal lift and staircase from bar area to John Grobler Room	Clerk awaiting sketch drawings from architect.
6	Car Park levelling	10,000.00		Disabled bay tarmac and gravel	Clerk drawing up specification and contacting contractors for revised quotes
7	Play Area Equipment replacement	20,000.00	16,857.40	New toddler unit	Installation completed 18th May
8	Hall Curtains	5,000.00		Replace existing curtains	Cllr Doyle sourcing quotes
9	Pavilion House - windows/ doors	28,344.00	6,143.33	New windows and doors	Windows/doors installed 22nd/23rd May
	Pavilion House - kitchen / bathroom		12,182.51	New kitchen & bathroom	Works due to start Jul/Aug.
	Pavilion House - electrics / plastering		967.90	Upgrade/check electrical works, plastering works	Works due to start Jul/Aug.
	Pavilion House - carpet		459.00	New carpet to stairs and landing	Order placed, work to be completed after renovation works complete
	Pavilion House - decorating			Redecoration throughout	Clerk obtaining quotes
			19,752.74		
10	Tables & trolley	1,656.00		Purchase 10 additional tables and trolley for storage	Tables ordered. Existing trolley capacity deemed sufficient therefore not ordered
		£ 150,000.00	£ 71,016.80		