



Winnersh Parish Council
Winnersh Community Centre
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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting
held on **Tuesday 5th September 2023 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs Doyle (Chairman), Green, Kilby, 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 4th July 2023 had been approved and signed at the Council meeting on 18th July 2023. Cllr Kilby noted that he had given apologies and the Clerk would amend the minutes to reflect this.

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

4. BERKSHIRE YOUTH

Berkshire Youth had advised that as their programme did not run through the school holidays, there had been very little activity to report on. A representative would attend the meeting in October to give a report.

5. WINNERSH ALLOTMENTS

- i. The Clerk advised that the majority of reinstatement works at the site had now been completed by Reds10. An amendment to the entrance turn had been made and a top dressing was due to be installed. Reds10 would also be swapping the entrance gate with the old gate within the next two weeks, at which point Volkers would be installing the Digi locks.

- ii. A skip was sited at the allotments over a weekend in August which was filled very quickly. Cllr Harper had suggested that as there were so many new tenants that had taken on poor condition plots, a second skip would be useful in late November.

It was **RESOLVED** that a further skip be supplied at the end of November.

ACTION: CLERK/CELO

- iii. There has been no increase in rent since site inception in 2019. A comparison of allotment rents in other local T&PC's was attached at Appendix 2.

It was **RESOLVED** that from October 2024, the rents would be increased to £25.00 for a half plot and £45.00 for a full plot. A further increase to £30.00 for a half plot and £55.00 for a full plot was agreed in principle from October 2025. The increases would be notified to tenants with the renewal letters.

ACTION: CELO

6. FACILITY HIRE CHARGES

A schedule of proposed charges for 2024/25 was attached at Appendix 3. Options had been given for increases ranging between 2% and 10%.

It was **RESOLVED** that all charges be increased by 9-10% per hour with the discount for regular hirers being increased to 15%.

7. PLAY EQUIPMENT

The quarterly playground inspection was carried out by ARD in July 2023 and had been forwarded to all members. There were no high-risk issues raised.

The Clerk had obtained a quote from ARD for addressing the medium risk issues – report attached at Appendix 4.

It was **RESOLVED** that the Clerk arrange for the repair works totalling £2,207.50 to be carried out. It was **AGREED** that the wetpour repairs be considered as a capital project for 2024/25.

ACTION: CLERK

8. BEARWOOD RECREATION GROUND TPO'S

Cllr Doyle had received a request for TPO's to be placed on trees at the Bearwood Recreation Ground. There are currently no TPO's.

Cllr Doyle advised that as the site was within the conservation area, this gave the same protection to any trees as if they had TPO's.

The Clerk was asked to contact WBC to determine whether there were any 'grandfather rights' for utility companies to carry out tree works should a future planning application for a telecoms mast be approved.

ACTION: CLERK

9. BASKETBALL NETS

Following advice of the previous play inspection company, the chain nets were removed by ARD. During this process, the net fixings on the rings were cut off and subsequently there are no fixings on the rings to attach new nets to.

The Clerk had investigated the cost of replacement rings – attached at Appendix 5.

It was **RESOLVED** that the Clerk purchase two new rings and arrange for these to be installed.

ACTION: CLERK

10. QUEEN'S JUBILEE OAK

The oak tree that was planted on Bearwood Recreation Ground to honour HM Queen Elizabeth II jubilee had died. It was noted that the tree had been planted as part of the Queen's Green Canopy.

It was **RESOLVED** that the Clerk arrange for a replacement tree to be purchased after consultation with Nick Robins.

ACTION: CLERK

11. EMERGENCY LIGHTING

UK fire safety legislation stipulates that buildings must have emergency lighting. A report was attached at Appendix 6.

The report had highlighted that there were a number of repairs required for the buildings to comply with regulations and the Clerk had obtained a quote for these works.

It was **RESOLVED** to accept the quote from Surrey Fire in the sum of £837.50 + VAT for emergency lighting repairs.

ACTION: CLERK

12. CAPITAL PROJECTS AND BUDGET REVIEW 23/24

An update on 2023/24 capital projects was attached at Appendix 7. **Noted.**

The Clerk was thanked for progressing the projects.

i. Main Hall

A report on the hall floor was attached at Appendix 8.

It was **RESOLVED** to add £2,000.00 to the Community Hall Scheduled Maintenance budget from 2024/25 to allow the light sand/seal to be carried out annually.

It was **RESOLVED** to defer the discussion on building an Earmarked Reserve for future capital projects to the Finance & General Purposes Committee.

ii. Footpath Renewal

Following the Facilities WG meeting, it was suggested that until any works had been completed on Allnatt Pavilion, the footpath should be repaired rather than fully replaced.

The Clerk had received a quote for replacing the broken slabs (35) and removing and seeding the obsolete concrete beyond the main hall entrance, in the sum of £3,650.00 + VAT – attached at Appendix 9. The previous quotes presented in June for full replacement of the footpath had ranged between £11,400 and £28,535.

It was **RESOLVED** that the quote for £3,650.00 + VAT for footpath repairs be accepted and that the Clerk arrange for the work to be carried out.

ACTION: CLERK

iii. Car Park Levelling

The Clerk had received further quotes for repair to the disabled parking area (£3,450.00 + VAT) and levelling of gravel areas (£2,450.00 + VAT) – attached at Appendix 9.

It was **RESOLVED** that the quotes for £3,450.00 + VAT for disabled parking area repairs and £2,450.00 + VAT for levelling of gravel areas be accepted and that the Clerk arrange for the works to be carried out.

ACTION: CLERK

iv. Main Hall Curtains

A report on quotes for replacement curtains was attached at Appendix 10.

It was **RESOLVED** that the quote from Contractor B (The Curtain and Blind Company) in the sum of £2,518.00 + VAT be accepted and that the Clerk arrange for the works to be carried out.

ACTION: CLERK

v. Pavilion House

The Clerk had obtained quotes for redecoration of Pavilion House – attached at Appendix 11.

It was **RESOLVED** to accept the quote from Contractor A (Handy Home Services) in the sum of £3,600.00 and that the Clerk arrange for the works to be carried out.

ACTION: CLERK

vi. Potential Projects

These would be discussed at the next meeting.

13. STREETLIGHT ELECTRICITY SUPPLY

Following the connection of the car park streetlight to the solar panels, it has now been identified that to stop any charges for the unmetered supplies, the connection must be cut and capped underground. The APC had obtained a quote from SSEN for the works in the sum of £639.89 + VAT.

It was **RESOLVED** that the quote from SSEN in the sum of £639.89 + VAT be accepted and that the Clerk arrange for the works to be carried out.

ACTION: CLERK

14. ORDERS FOR PAYMENT

A list of all payments due or made since the Planning & Transport meeting on 8th August was attached at Appendix 12.

It was noted that it was not usual practice to bring payments to Committee meetings and therefore any urgent payments should be sent to the Executive Committee for approval, with the remainder being taken to the September meeting of Council.

15. CORRESPONDENCE

- i. Email from Altan Demirkiran regarding proposal for siting of a mobile pizza vehicle at Winnersh Community Centre – attached at Appendix 13.

It was **RESOLVED** to allow a trial period for the siting of the mobile pizza vehicle in Bearwood Recreation Ground car park, day, times and fee to be agreed with the Clerk.

ACTION: CLERK

16. DATE AND TIME OF THE NEXT MEETING

The next meeting was **AGREED** as Tuesday 3rd October 2023 at 7.30pm.

The meeting closed at 9.07pm.