



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 5th JANUARY 2016 IN THE JOHN GROBLER ROOM

PRESENT: Cllrs G Harper (Chairman), J Bray, F Breedlove, D Green, R Holdstock,
N Kilby, P Ray, J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 none

2 CLERK'S REPORT

CLERK'S REPORT as at 5.1.16

Update on items since the meeting of 1.12.15

Play Area/Recreation Ground

The clearing of the New Road pavement has been completed.

Scheduling of the repairs to the play equipment has been requested.

Repairs to trees due to gales have been undertaken. Permission has been granted for tree work to go ahead and Nick Robins will schedule this in.

Christmas Lights and decorations have been displayed over the festive season and are being taken down this week. WRFC have not played over the festive period. The field cannot be cut because of the recent heavy rains. The new drains in the play areas are coping with the excess water.

Pavilion

Internal decoration is due to start next week.

Pavilion House

Christmas Lights have been put up.

Main Hall/Offices

Planning permission has been approved for the office window and the solar panels. There has been a delay in the beginning of the solar panels installation.

Replacement of the office lights is complete. Repairs have been made to the external security lights and a quote for an upgrade has been requested. A further 2 security lights have failed this week.

Internal decoration is due to start later this month. The office window installation dates are awaiting confirmation.

Allotments

The water has been turned off for the winter.

3 MATTERS ARISING

- 3.1** The boxing of the meter and stop tap at the allotments is ongoing. **ACTION: Cllr Holdstock**
- 3.2** The project for repairs to Pavilion House is ongoing. **ACTION: Clerk**
- 3.3** The replacement of the wooden posts in the car park is ongoing. **ACTION: Clerk**
- 3.4** Investigation of temperature regulators in the Pavilion is ongoing. **ACTION: Clerk**
- 3.5** The Clerk reported that WBC had confirmed the date of the Litter Pick. An offer of assistance has been made by St Mary's Church. The Committee considered delaying the start of the litter pick slightly and using the church as the base. The Clerk will discuss this option with St Mary's. **ACTION: Clerk**
- 3.6** Cllr Harper thanked all concerned for their help with the Christmas Lights event. A date for the 2016 Christmas Lights event is to be confirmed.
- 3.7** A response from WBC is still awaited regarding the details of the renewal of the energy supply contract.

4 PUBLIC SESSION

- 4.1** none

5 R & A PROJECTS 2015-16

- 5.1** The Clerk reported that planning permission has been granted for the solar panning project. However, SPSEnergy have reported a hold-up regarding the tariff and supply of the panels. Clerk will request an update and a revised financial summary for presentation to the next Full Council meeting. **ACTION: Clerk**
- 5.2** The Clerk reported that the Hall kitchen/lobby upgrade will probably carry over into the next financial year.

6 R & A BUDGET

- 6.1** The Committee noted the expenditure on the Christmas Lights event, with one more invoice to be received.
- 6.2** The details of the Miscellaneous expenditure were discussed.

7 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

7.1 none

8 ALLOTMENTS

8.1 The Clerk reported on the renewals. Of the two plot-holders who had not responded to the renewal request one has given up the plot and the other has been issued with notice of termination. Other plots are being re-allocated as they arise.

8.2 Cllr Harper reported on the soil and drainage of the land off Maidensfield and off the new Northern Distributor Road. He will produce a written report for the files.

ACTION: Cllr Harper

9 BEARWOOD REC. PLAY AREAS

9.1 The Clerk reported that repairs to the Play Area equipment have been requested. We are awaiting action from ARD. The lubrication of the roundabout mechanism will take place in the early spring ready for next summer.

10 STREET LIGHT MAINTENANCE

10.1 The Committee discussed the proposals for WBC taking over the Wedderburn Close lights and for the replacement of the other WPC owned lights.

The Committee **RESOLVED** to accept WBC's quotation for the replacement of the street lights at the Community Centre.

The Committee **RESOLVED** to accept WBC's offer to take over the running and maintenance of the Wedderburn Close lights.

11 R&A PROJECTS 2016-17

11.1 The Committee discussed possible projects for 2016-17 and the priorities to be given to them.

The Committee **RECOMMENDED** to the F&GP Committee the following projects:

Priority 1:

- | | |
|--|-------|
| • JG Room screen upgrade | £1000 |
| • External Decoration | £5000 |
| • Community Centre street lights upgrade | £3000 |
| • Community Centre fire door replacement | £2000 |
| • Play Area maintenance | £2000 |
| • Christmas Lights | £500 |
| • Pavilion House repairs | £3000 |
| • Kitchen/Lobby upgrade | £5000 |
| • Warm-air hand driers (hall) | tbc |

Priority 2:

- Benches for field (2) £1700
- Painting teenage equipment £600
- Car Park upgrade £20000
- Pavilion flat roof replacement £20000

12 CORRESPONDENCE

- 12.1 Item 1; the PestUK report for the allotments was noted.
- 12.2 Item 4; The comments regarding abandoned supermarket trolleys were discussed. The Clerk will write to Sainsburys. **ACTION: Clerk**
- 12.3 Item N4; The Committee gave permission for a shed to be erected on plot 54. **ACTION: Clerk**
- 12.4 Item N8; This item had been discussed during agenda item 11, Car Park upgrade.

13 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 13.1 The Clerk reported that there had been no firm applications resulting from the advertisements for a Relief Caretaker. He is appointing a commercial cleaning company to cover in the short term. The situation will need reviewing at the next R&A meeting. **ACTION: Clerk**

14 TIME AND DATE OF NEXT MEETING

- 14.1 The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 2nd February 2016** at 7.45 p.m. in the John Grobler Room.

PART 2

15 GROUNDS MAINTENANCE CONTRACT 2016-19

- 15.1 The Clerk presented the four tenders for the grounds maintenance contract. The Committee discussed in detail the charges and recommendations for the maintenance of the recreation ground presented by the companies.
- 15.2 The Committee **RESOLVED** to appoint SCS Landscapes as the grounds maintenance contractor for 2016-19.

There being no further business the meeting closed at 10.15pm.

APPENDIX 1

Correspondence

Correspondence received prior to the issue of the agenda for the meeting of 5 January 2016

- 1 PestUK; allotment pest control report
- 2 St John Ambulance; staff 1st aid certificates
- 3 Nick Robins; Bearwood Road drainage
- 4 Mr B Fahy; query re supermarket trolleys

Correspondence received following the issue of the agenda for the meeting of 5 January 2016

- N1 Truvox; cleaner service agreement
- N2 WBC; clarification of street light agreement
- N3 ARD; December 2015 play area report
- N4 Mr G Light; request permission to erect a shed on plot 54
- N5 Winnersh Primary School; thanks for Christmas Lights event
- N6 Allder Group; info re building work
- N7 Nick Robins; state of playing field grass
- N8 ESC; recommendations for car park