



Winnersh Parish Council

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

PRESENT: Cllrs G Harper (Chairman), F Breedlove, R Holdstock, P Ray,
J Southgate.

In attendance: Clive Hudson (WPC Clerk).

1 APOLOGIES

1.1 Cllr D Green.

2 CLERK'S REPORT

CLERK'S REPORT as at 5.4.16

Update on items since the meeting of 1.3.16

Play Area/Recreation Ground

The tree work from the small tree survey is completed.
Repairs to the play equipment have been made. Repair of the gate is ongoing.
WRFC did not play over the Easter break.
A drone owner has been asked to stop the flight.

Pavilion

The external toilet has been out of use and is now repaired.
Fitting of the temperature regulators is complete.

Pavilion House

Repair of a door lock is scheduled for later this week.

Main Hall/Offices

Advice is being sought over the need for a structural engineer's visit, re the office window project.
The scaffolding has been taken down following completion of the solar panels installation.
The replacement of all the security lights will go ahead following the removal of the scaffold.
TLC and the Relief Caretaker have covered the caretaker's holidays in March.
The hand drier test is ongoing.
Repairs are scheduled later this week for the Sindlesham Room door lock.

3 MATTERS ARISING

3.1 The boxing of the meter and stop tap at the allotments is ongoing.

ACTION: Cllr Holdstock

3.2 The Clerk reported that he had mistakenly ordered the wrong sized feet for the chairs and these are non-returnable. The Committee confirmed that the Council would honour the payment of this order and approved the purchase of the correct sized feet.

ACTION: Clerk

4 PUBLIC SESSION

4.1 none

5 R & A PROJECTS 2015-16

5.1 Car Park project:

The Clerk reported on the confirmation of the boundary along Mole Road. He reported on conversations with SCS and WBC regarding the specification of the potential work. The Committee asked the Clerk to confirm with WBC that they should produce a specification with the priority being on improving the existing car park and drainage and creating additional places elsewhere as a second phase.

ACTION: Clerk

Office Window project:

The Clerk reported that the windows contractors had requested a report from a structural engineer before further progress could be made. The Clerk was asked to try to get an independent report asap.

ACTION: Clerk

The Clerk confirmed that completion of the office windows project and the office redecoration will now take place in 2016-17, for which there is no budget allocation. The Committee **REFERRED** the review of the R&A Budget to the F&GP Committee.

ACTION: Clerk

6 R & A PROJECTS 2016-17

6.1 The Committee discussed the projects for the year. The Committee suggested the main priorities were the car park, Pavilion roof, external decorating and the Pavilion House repairs.

ACTION: Clerk

7 R & A BUDGET

7.1 The information for both 2015-16 and 2016-17 was noted.

8 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

8.1 none

9 ALLOTMENTS

- 9.1 Cllr Ray and the Clerk reported on the allotment review. Plots causing concern were discussed. These plots will be monitored but no letters will be sent out at the moment.
- 9.2 The Committee discussed the handover of plot 71a. The Committee confirmed that the plotholder will be required to give up the plot when his crops are harvested.
ACTION: Clerk
- 9.3 Cllr Harper reported on the emergency repair to the allotment gate.
- 9.4 The Committee **RESOLVED** to renew the PestUK contract for 2016-17.
- 9.5 Cllr R Shepherd-Dubey's comments regarding the replacement allotments were noted (Correspondence item 17).
- 9.6 The Committee received an update on the tipping of woodchip compost at the entrance to the allotments. The compost is still being deposited despite the notices put up at the entrance. It is uncertain who is dumping this compost. The situation will continue to be monitored.
- 9.7 The Committee discussed the storage of wood-chip along the pathway/fence. The Clerk will ask the plotholder to store it in a bin near the entrance and refill it as necessary.
ACTION: Clerk
- 9.8 The Clerk reported that there was a short waiting list for allotments. The Clerk was asked to display notices to encourage people to apply for allotments.
ACTION: Clerk

10 BEARWOOD RECREATION GROUND

- 10.1 The Clerk reported that the larger repairs to the play area have now been completed. He reported that ARD have now recommended a replacement gate for the playground. The Committee **RESOLVED** to authorise £300 for the replacement gate.
ACTION: Clerk
- 10.2 The Committee **RESOLVED** to authorise an annual one-off inspection of the equipment at the basketball court area of the field.
ACTION: Clerk
- 10.3 The Committee **RESOLVED** to authorise the bi-monthly playground inspections by ARD for 2016-17.
ACTION: Clerk
- 10.4 The Clerk reported on the quotation for the replacement matting under the aerial runway. The Committee noted this information and asked the Clerk to request a quotation for a like-for-like replacement.
ACTION: Clerk
- 10.5 The Clerk reported on the handover to the new grounds maintenance contractor. The Committee asked the new contractor to clear the Bearwood Road ditch asap.
ACTION: Clerk

The Committee **RESOLVED** to accept Bin-Its quotation for emptying the dog-waste bins. **ACTION: Clerk**

The Committee **RESOLVED** to accept the quotation from Bellstan for the permanent marking of the basketball court. **ACTION: Clerk**

The Committee confirmed the invitation to SCS to meet the members at 7.00pm on Tuesday 3 May 2016. **ACTION: Clerk**

11 LITTER PICK 2016

- 11.1** The Committee discussed the Litter Pick. The Committee expressed its thanks to St Mary's Church for hosting the event and to Cllr Ray for use of his transport. The Committee noted that more advertising may be needed next year.

12 SOLAR PANELS UPDATE

- 12.1** The Clerk reported that SSE will be commissioning the panels later this week and that he would complete the acceptance documentation.

13 CORRESPONDENCE

- 13.1** Item 7; The DEC accreditation has been requested. The Committee **RESOLVED** to authorise the payment of £125 for the accreditation. **ACTION: Clerk**

- 13.2** Item 11; The Clerk reported on the comments of SBS on a recent hiring.

- 13.3** Item 12; The Clerk reported that a date for the takeover of the street lights by WBC is still awaited.

- 13.4** Item 13; The Committee noted the information regarding football pitches at Cantley Park.

- 13.5** Item 15; The Committee received the concerns re litter at Winnersh Station. The Committee will request further advice from the Borough Councillors. **ACTION: Clerk**

- 13.6** Item 19; see 5.1 above.

- 13.7** Item N1; Confirmation of the WBC Mayor's attendance at the fete is expected in May.

- 13.8** Item N4; The Committee received the request for access to old photographs of Winnersh. Cllr Harper will liaise with the applicant. **ACTION: Cllr Harper**

- 13.9** Item N6; The Committee confirmed the use of the hall by Winnersh Brownies, subject to availability. **ACTION: FAO**

14 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 14.1** none

15 TIME AND DATE OF NEXT MEETING

- 15.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 3rd May 2016** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 10.17pm.

APPENDIX 1

Correspondence

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

- 1 WTC; dog bin contractors
- 2 Basingstoke & Dean licensing; confirmation of changes to licensing renewals
- 3 PestUK; quote for renewal of allotment pest control, 2016-17
- 4 ARD; quote for play area inspections 2016-17
- 5 ARD; play area inspection report, February 2016
- 6 ARD; apologies for delay in getting play area repairs done
- 7 1st Call surveys; quote for DEC
- 8 Bin-It; quote for dog waste collections
- 9 St Mary's Church; response re grants for refurbishment
- 10 Allotment holders; comments re wood chip at allotments
- 11 SBS; re casual hirings
- 12 WBC; Street Lamp upgrade
- 13 WRFC; info about Cantley Park pitch renovation
- 14 Bellstan; basketball pitch markings quotation
- 15 G Gatehouse; comments re railway station litter
- 16 WBC; Litter Pick feedback
- 17 Cllr R Shepherd-Dubey; comments re SANG and allotments (N Wok SDL)
- 18 ARD; quote for resurfacing matting under aerial runway
- 19 WBC; update on car park quote

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

- N1 WBC; awaiting confirmation of Mayor's attendance at Fete
- N2 ARD; recommendation for play area gate hinge
- N3 Somerville Glass; quotation for door repairs
- N4 Project Framing; request for old photos of Winnersh
- N5 SPS Energy; solar panels acceptance update
- N6 Winnersh Brownies; request to use hall
- N7 Cllr Harper; broken gate at allotments