



## Winnersh Parish Council

Winnersh Community Centre  
New Road, Sindlesham, Wokingham  
Berkshire RG41 5DU  
Phone/Fax 0118 978 0244  
e-mail [recreation@winnersh.gov.uk](mailto:recreation@winnersh.gov.uk)  
[www.Winnersh.gov.uk](http://www.Winnersh.gov.uk)

### MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 7<sup>th</sup> FEBRUARY 2017 IN THE JOHN GROBLER ROOM

**PRESENT:** Cllrs P Ray (Chairman), F Breedlove, D Green, G Harper,  
J Southgate.

In attendance: Clive Hudson (WPC Clerk).

#### 1 APOLOGIES

1.1 none

#### 2 CLERK'S REPORT

CLERK'S REPORT as at 7.2.17

Update on items since the meeting of 3.1.17

##### **Play Area/Recreation Ground**

The new benches have been delivered and installed.

The basketball pitch marking is still awaited. A site visit is expected next week.

The street light in the car park has broken. SSE's repair has been unsuccessful. The timer has broken and will be replaced by a photocell sensor.

Additional rock salt has been supplied for the car park and paths.

Trimming of the brambles has started. Some additional security posts will be required.

There has been slight damage to a leg-press at the outdoors gym.

##### **Pavilion**

The lintel work has been started.

Christmas trees and lights have been removed.

##### **Pavilion House**

The insulation work has started. There have been some problems with panels breaking above the pavilion.

Replacement panels have been ordered for the garden side of the building.

##### **Main Hall/Offices**

A fix has been made to the hand drier in the gents toilet. Three radiators are not working in the hall – a plumber is being called in.

### **3 MATTERS ARISING**

**3.1** Cllr Harper reported on the visit of the RBFRS Fire Officer and confirmed that a fire door for the office is not required.

**3.2** The 'no overnight parking' sign is ongoing. **ACTION: Clerk**

**3.3** The Clerk was asked to forward the latest WBC CIL information to members of the Committee. **ACTION: Clerk**

### **4 PUBLIC SESSION**

**4.1** none

### **5 R & A PROJECTS 2016-17**

#### **5.1 Pavilion Roof and Supports:**

The work to install the lintel at the Pavilion entrance is nearly complete.

The Clerk reported that water can be blown off the roof over the front of the building. He will monitor the situation and discuss it with Robseal. **ACTION: Clerk**

**5.2 Play Area repairs:** The chain securing the leg press at the gym has broken. A replacement has been ordered. A replacement cap for a supporting post on the children's equipment has also been ordered.

#### **5.3 Pavilion House repairs:**

The work to replace the cladding is nearly complete. Additional cladding to replace the tiles and broken cladding has been authorised. Work on the cavity wall insulation is due to start next week.

#### **5.4 Bearwood Recreation Ground**

The installation of the bollard at the car park is ongoing. **ACTION: Clerk**  
The strimming of the brambles at the lay-by has begun. Additional security posts will need to be installed before the clearance of the brambles is completed.

#### **5.5 Street Light replacement**

The Clerk reported that a photocell sensor is required to repair the car park lights. SSE are scheduling in the work.

### **6 R & A BUDGET**

**6.1** The Committee reviewed the budget items.  
The insulation work at Pavilion House is to be included under Pavilion House repairs.

**6.2** The WBC Street Lights upgrade will not be completed this year.

**6.3** The two new Recreation Ground benches have now been installed.

## 7 REFERRALS FROM COUNCIL AND OTHER COMMITTEES

- 7.1 The Committee was asked to compare the prices of the Pavilion and John Grobler Room with those of comparable venues. Cllr Ray will investigate.

**ACTION: Cllr Ray**

## 8 ALLOTMENTS

- 8.1 The Clerk reported that 4 plots have been reclaimed and notices put up at the relevant plots.

There are two plots to be allocated to people on the waiting list.

## 9 R&A PROJECTS 2017-18

- 9.1 The Committee discussed the WBC play areas. The Clerk presented the maintenance schedules supplied by WBC. Cllr Green presented a report on each of the play areas in the parish. The Committee concluded that the majority of the play areas were in reasonable condition. The Committee discussed whether it was practical to take over Winnersh Meadows and Allnatt Drive.

The Committee discussed the next stages in the feasibility study. The Committee asked the Clerk to request further details on costs and maintenance. He will request details of the cost and scheduling of regular inspections, litter picks and bin emptying and of the annual inspection. He was also asked to request historical figures for the cost of the last 3 years maintenance, breaking down the figures for repairs to gates, and to request an estimate of the projected life-span of the equipment.

The Clerk will also request a guideline for when the current scheduled repairs will be implemented. He will ask for confirmation of the expected level of competence required from those people undertaking the regular inspections. **ACTION: Clerk**

The Clerk will invite WBC's Jane Hopkins to the next R&A meeting to discuss the project. **ACTION: Clerk**

- 9.2 The Committee noted that the legal process for taking over the play areas can be discussed at a later date.

- 9.3 The Committee discussed the scheduled projects for 2017-18. The replacement of the Street Light columns will be undertaken by WBC's contractor at a date to be confirmed.

The Committee discussed the other R&A projects.

The Committee considered that in view of the scale and large number of projects some background information could be investigated by councillors. The following projects and priorities were allocated:

- WBC Play Areas Cllr Green (Q1 feasibility ongoing)
- Community Centre building survey Cllr Breedlove
- Car Park Cllr Ray (Q1/Q2)
- Pavilion House interior Cllr Harper (Q1)
- Hall kitchen Cllr Harper (Donna Green to advise) (Q2)

- Allotment transition Cllr Harper (Q3/Q4)
- Hall Lights Cllr Green (Q1/Q2)
- Youth Club worker Cllr Harper (Q1)

## 10 COMMUNITY CENTRE CHARGES 2017-18

- 10.1** The Clerk presented details of the Casual and Regular Hirer charges for the Community Centre complex for the current year and sample charges for 2017-18. The Committee discussed the relative charges (see also 7.1 above).
- 10.2** The Committee **RESOLVED** to increase the Casual Hirer charges for 2017-18 by 1% as indicated.
- 10.3** The Committee **RESOLVED** to increase the Regular Hirer charges for 2017-18 by 1% as indicated.

## 11 R&A PROCEDURES

- 11.1** The Clerk presented the Hirer Terms & Conditions. The Committee **RESOLVED** that the Terms & Conditions were fit for purpose.
- 11.2** The Clerk presented the R02 Bar Procedure. The Committee **RESOLVED** that R02 Bar Procedure is fit for purpose, subject to any changes reported by SBS regarding their details.

## 12 CORRESPONDENCE

- 12.1** Item 1; Details of the Community Centre lights upgrade are to be forwarded to committee members. **ACTION: Clerk**

Item 7; The student request regarding the allotments will be followed up by Cllr Harper. The Clerk is to forward details. **ACTION: Clerk / Cllr Harper**

Item 9; The PestUK was noted. The presence of moles will be monitored.

Item 10; The Committee made initial discussions on the specification for the replacement fencing around the Pavilion. The Clerk will forward this information to committee members. **ACTION: Clerk**

Items N4&N5; The Committee discussed the Adopt A Street scheme. The Clerk was asked to contact the Winnersh coordinator regarding publicity for the scheme.

**ACTION: Clerk**  
The Committee **RECOMMENDED** to Full Council that councillors should lead by example and join the scheme.

## 13 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT

- 13.1** The Committee discussed the preparations for the Litter Pick. This will be an agenda item for the next 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 7<sup>th</sup> March 2017** at 7.45 p.m. in the John Grobler Room.

There being no further business the meeting closed at 9.44pm.

## **APPENDIX 1**

### **Correspondence**

#### **Correspondence received prior to the issue of the agenda for the meeting of 7 February 2017**

- 1 Binfield Electrical; breakdown of costs and benefits of replacing internal lights
- 2 Allder Glass; confirmation of price for Pavilion asbestos work
- 3 WBC; confirmation of request for further information of new allotment site
- 4 RBFRS; fire door query and safety audit of premises report
- 5 Green Efficiencies; dates for cladding and cavity wall insulation work
- 6 SSE; reports re car park light problems
- 7 Reading Uni student group; study re pesticides at allotments
- 8 PRS; licence certificate
- 9 PestUK; allotment baiting report
- 10 Fencing products; quotes for replacement pavilion fence
- 11 WBC; Street Light replacement schedule update

#### **Correspondence received following the issue of the agenda for the meeting of 7 February 2017**

- N1 WBC; draft wording for What's On this spring
- N2 ARD; gym equipment damage
- N3 WBC Jane Hopkins; details re WBC play areas
- N4 WBC Joyce Stoner; query re Adopt a Street bags
- N5 David Baker; response re Adopt a Street bags