



## Winnersh Parish Council

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

**PRESENT:** Cllrs S Hanna (Chairman), G Harper, J Southgate.

In attendance: Clive Hudson (WPC Clerk), 2 members of the public.

#### **1 APOLOGIES**

**1.1** Cllrs V Bagha, F Breedlove.

#### **2 PUBLIC SESSION**

**2.1** none

#### **3 CLERK'S REPORT**

**CLERK'S REPORT as at 07.11.17**

**Update on items since the meeting of 3.10.17**

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

The CCTV camera has been repaired.

Installation of the car park bollard is ongoing.

The fire and intruder alarms have been serviced.

There has been repeated graffiti to the teenage shelter. The Committee discussed the best options for covering the markings.

##### **Pavilion**

A damaged power cable servicing the Pavilion and Pavilion House has been repaired.

##### **Pavilion House**

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

Relief Caretaker cover is being supplied by an external company.

##### **Allotments**

The allotment renewals have been sent out and most have been returned.

There has been some new work carried out at the allotments by WBC.

#### **4 MATTERS ARISING**

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

**4.2** Cllr Harper will search for consultants for the investigation into the solar panels problems. **ACTION: Cllr Harper**

#### **5 R&A PROJECTS 2017-18**

**5.1 Building Survey:** The Clerk is expecting additional quotes for the flat roof, tiling repairs and downpipes & guttering. He was asked to get additional quotes for the brickwork repairs. These will all be presented to the next Committee meeting.

**5.2 Play Area Repairs:** The Committee discussed the ARD bi-monthly play area report. The Committee noted that many of the new medium level concerns are related to areas of matting. The Committee asked the Clerk to get guideline quotes for repairs to the matting. The Committee asked the Clerk to get the one new High priority item repaired asap.  
The Committee asked the Clerk to get quotes to replace 2 spicas, with a view to doing the repairs in March. **ACTION: Clerk**

**5.3 Youth Worker project:** Cllr Harper reported that he had been in discussions with Lou Barker and Berkshire Youth. He is awaiting feedback from them.

**5.4 Car Park project:** This will be picked up in more detail at the next meeting.

Cllr Hanna explained that quotations for other projects would be considered in detail at the end of the meeting once members of the public had left. See Item 13 below.

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

**6.1** The Committee noted that the F&GP Committee had recommended to vire an additional £5000 to the Hall kitchen/Lobby upgrade budget to allow all the necessary works to be done in one go.

**6.2** The Clerk reported that the F&GP Committee had moved the payments for the hall extractor fans and the hand dryers to the Unscheduled Maintenance budget, thus freeing up the R&A Miscellaneous budget.

#### **7 REFERRALS FROM COUNCIL AND OTHER COMMITTEES**

**7.1** none.

## 8 ALLOTMENTS

8.1 The Clerk reported that there were 16 plots for which no response has been received to the annual renewals. The Committee asked the Clerk to write to them requiring payment within 2 weeks otherwise the plots would be reclaimed. **ACTION: Clerk**

8.2 Cllr Harper reported on the latest news regarding the new allotment site. He has been in discussions with WBC and has proposed a revised site layout to allow access to 5-pole plots (approx. 12x10 metres).  
He has also taken advice from WTC regarding some of the practical features of modern allotments.

(1 member of the public left the meeting)

The Committee discussed the practicalities of running a site with plots allocated to 2 councils. The Clerk was asked to liaise with WTC to open discussions on this point.

**ACTION: Clerk**

(1 member of the public left the meeting)

8.3 Cllr Harper reported on developments over the weekend where WBC contractors had started exploratory work at the allotments. He explained the damage to plot 61 and adjacent plots used for access. The Committee confirmed that satisfactory repairs would be required.

The Committee noted that an additional borehole was requested near the access drive on the allotments. The Committee confirmed that this work could go ahead provided that access could be maintained during the work, no damage was done to any plots, and the site would be reinstated with hardcore making it suitable for continued use as a car parking area.

**ACTION: Clerk**

The Clerk was asked to request confirmation from WBC that no further drilling of boreholes will be required.

**ACTION: Clerk**

## 9 CHRISTMAS LIGHTS EVENT 2017

9.1 The Clerk confirmed that Winnersh Primary School will be able to attend and that the WBC Mayor will officiate.

Cllr Harper will contact St Mary's regarding refreshments. **ACTION: Cllr Harper**

Cllr Southgate will source the mulled wine and mince pies. **ACTION: Cllr Southgate**

Cllr Harper will investigate sponsorship for the event.

Cllr Harper will contact an electrician and check the lights. **ACTION: Cllr Harper**

The lights will be put up on Saturday 2 December. Cllr Hanna will ask for volunteers to help. **ACTION: Cllr Hanna**

## 10 CORRESPONDENCE

10.1 Item 6; the Committee discussed the offer to join in WBC's street light maintenance contract. The Committee considered this to be impractical for the small number of lights under Parish control.

Item N2; The Clerk will send details of the Christmas Lights event for inclusion on Facebook and the website. **ACTION: Clerk**

**11 ANY OTHER ITEMS THE CHAIRMAN DECIDES ARE URGENT**

**11.1** none

**12 TIME AND DATE OF NEXT MEETING**

**12.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 5<sup>th</sup> December 2017** at 7.45 p.m. in the John Grobler Room.

**PART 2**

**13 CONSIDERATION OF QUOTATIONS FOR WORKS**

**13.1** The Clerk presented details of the quotations received for the hall sand and seal, to be scheduled for August 2018.

The Committee **RESOLVED** to accept the quotation from Floors of Distinction.

**13.2** The Committee **RESOLVED** to accept the quotation from Nick Robins for the tree work around the Community Centre buildings.

**13.3** The Committee discussed the quotations for the Hall kitchen/Lobby update. See 6.1 above for budget details. The Committee **RECOMMENDED** the acceptance of the budget changes specified in 6.1 above.

The Committee **RESOLVED** to accept the quotations from IGL and Carpetwise for the upgrade of the Hall kitchen/Lobby, subject to funding being approved by Full Council.

There being no further business the meeting closed at 11.10pm.

## **APPENDIX 1**

### **Correspondence**

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

- 1 WRFC; acknowledgement re Pavilion and car park electrical repairs
- 2 WBC; confirmation of the Mayor's attendance at the Christmas Lights event
- 3 Glasdon; products brochure
- 4 A Robson; comments re graffiti on teenage shelter
- 5 ARD; October playground report
- 6 WBC; street light maintenance proposal

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

- N1 SCS; query re tree works along Mole Road/Bearwood Road pavements
- N2 Cllr P Fishwick; offer to put details of Christmas Lights on Facebook
- N3 WBC; Access to allotments
- N4 Winnersh Primary School; Christmas Lights update
- N5 WBC; update on allotments

#### **Quotations:**

- Q1 Allder glass; drain/guttering works quotation
- Q2 IGL; hall kitchen/lobby upgrade quote
- Q3 Carpetwise; hall kitchen/lobby flooring quote
- Q4 Floorcraft; hall sand & seal quotation
- Q5 Surrey Floors; hall sand & seal quotation
- Q6 Floors of Distinction; hall sand & seal quotation
- Q7 ARD; replacement matting for climbing rock quotation
- Q8 Vitaplay; replacement matting for climbing rock quotation
- Q9 UrbanRoofing; hall flat roof repairs and replacement quotes
- Q10 N Robins; quote for tree works around Community Centre buildings
- Q11 Just Bricks; quote for Community Centre brickwork repairs