



Winnersh Parish Council

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MINUTES OF THE RECREATION AND AMENITIES COMMITTEE HELD AT 7.45 PM ON TUESDAY 6th MARCH 2018 IN THE SINDLESHAM ROOM

PRESENT: Cllrs S Hanna (Chairman), G Harper, R Holdstock, J Southgate, L Wooldridge,

In attendance: Brendan Gibbs (WPC Locum Clerk).

1 APOLOGIES

1.1 Cllr F Breedlove.

2 PUBLIC SESSION

2.1 There were no members of the public present.

3 CLERK'S REPORT

CLERK'S REPORT as at 6th March 2018. Update since the meeting of 2nd January 2018.

Play Area/Recreation Ground.

The proposed jet washing and matting replacement of the Bearwood Recreation Ground play area will take place on the week beginning 9th April. The works will take five days to complete.

Pavilion

The Community Centre car park improvement project will commence on the 17th April and will last for five days.

Pavilion House

Nothing to report at this time.

Main Hall/Offices

A new relief caretaker has been recruited and has commenced work.

Quotes for the replacement flat roof will be put before the R&A Committee in agenda item 5 of this meeting.

The kitchen floor will be re-laid on the 12/13th March.

The brickwork repairs to the Community Centre and garages will take place on the week beginning 3rd April and will last 5 days.

4 MATTERS ARISING

4.1 Members asked about the progress of the ‘no overnight parking’ sign. Cllr Harper replied that he would be speaking to the locum Clerk to progress this item.

ACTION: Cllr Harper/Clerk

4.2 Cllr Harper reported the purchase of cable and basketball nets may be held over until the new financial year due to there being little demand for their use at this time.

ACTION: Cllr Harper/Clerk

4.3 The installation of the car park bollard is ongoing. It was now proposed to incorporate this item into the overall car park improvement project.

ACTION: Cllr Harper/Clerk

4.4 Cllr Harper reported that the pavilion disabled toilet balustrades have now been installed.

4.5 Cllr Southgate confirmed that First Aid cover for the Winnersh Fete has been arranged through Wokingham Borough Council.

5 R&A PROJECTS 2017-18

5.1 Building Survey: Cllr Harper reported that the Community Centre flat roof project had now received three quotes from the following suppliers and circulated to all councillors:

Robseal Roofing Solutions.

A&G Roofing.

Urban Roofing.

It was reported that Cllr Breedlove had provided a written report highlight the scope of works and his thoughts on the quotes received. A brief discussion followed. Cllr Harper proposed and Cllr Southgate seconded a proposal to accept the quote from Robseal Roofing Solutions.

It was **RESOLVED** to accept the quotation from Robseal Roofing Solutions to repair the Community Centre flat roof.

6 R & A BUDGET

6.1 The Committee noted that the grounds maintenance spending for the year is on schedule. Cllr Harper reported that £1,665 of the budget remains unspent. He also reported that the Council in the first year of a two-year contract with SCS Landscape Management Ltd.

6.2 There were no other comments made regarding the 2017-18 Budget.

7 REFERRALS FROM OTHER COMMITTEES.

7.1 There were no referrals from other committees.

8 ALLOTMENTS

8.1 The Clerk circulated the latest allotment waiting list. There was brief discussion about how relevant and up-to-date this was. The Clerk would work with Cllr Harper to ensure this list was updated and that any vacant plots would be advertised.

ACTION: Cllr Harper/Clerk

8.2 Cllr Harper updated the Committee on the latest situation with the second stage of the Winnersh relief road. He commented that Wokingham Borough Council's officials are clearly unsure about the law relating to the allotment holders. Cllr Harper expressed his concerns that the scheme may be held up due to the fact that allotment holders are entitled under the allotment acts to receive 12 months notice from their landlord. He agreed to work with the locum Clerk in order to progress this item.

ACTION: Cllr Harper/Clerk

8.3 Cllr Harper informed the Committee that a persistent fly-tipper finally been identified. The locum Clerk was asked to produce a letter instructing the gentleman concerned to cease and desist with this anti-social behaviour.

ACTION: Clerk

9 COMMUNITY CENTRE CHARGES 2018-19

9.1 A proposal to review and increase the regular hirer charges for 2018-19 was discussed. The Committee was informed that it was usual practice to increase the rates each year. In 2017-18 the increase had been 2% and the proposal before the Committee was for a similar increase in 2018-19.

To answer a question from Cllr Wooldridge it was clarified that community groups and local charities were normally offered use of the facilities free of charge.

It was **RESOLVED** that the Regular Hirer Charges for 2018-19 be increased by 2%.

9.2 A proposal to review and increase the casual hirer charges for 2018-19 was also discussed and a similar proposal to that of the regular hire charges was made.

It was **RESOLVED** that the Regular Hirer Charges for 2018-19 be increased by 2%.

10 R&A PROCEDURES

10.1 The Committee has recently undertaken a review of the Hirer Terms and Conditions document.

The Committee requested some re-ordering of the document so that the deposit structure that the difference between the hirer booking deposit and the damage deposit was made clearer.

ACTION: Cllr Harper/Clerk

- 10.2** In response to a question from the locum Clerk, Cllr Southgate agreed to provide the latest version of the R02 Bar Procedure document to him for circulation. It was agreed to hold this item over until all members of the Committee had seen the document.

ACTION: Cllr Southgate/Clerk

11 CORRESPONDENCE.

- 11.1** A bundle of correspondence was passed to Cllr Harper for review. This consisted of business circulars and catalogues. A “Cleaner and Greener” campaign invitation was also received from Wokingham Borough Council.

- 11.2** Cllr Harper spoke to the Committee about the Photo-Voltaic Solar Panels installed by the Parish Council. He commented that these had never generated the amount of electricity promised. Cllr Harper explained further that he had identified a company (Solarsense UK Ltd) in Bristol who could provide data to support the Council’s assertion that the solar panels are not generating the level of energy promised in the original contract.

Cllr Harper requested the Committee’s support to complete the following items.

- The production of a desktop PV*SOL report on Solar panel installation at Winnersh Parish Council at a cost of £180 plus VAT
- A site visit to Winnersh Community Centre and to include a survey of the solar panel installation and to produce a report of the findings and recommendations at a cost of £450 plus VAT.

It was **RESOLVED** to accept these quotations.

ACTION: Clerk

- 12** Any other items that the Chairman decides are urgent

- 12.1** Winnersh Community Litter Pick Sunday 25th March 2018.

10 TIME AND DATE OF NEXT MEETING

- 10.1** The next meeting of the Recreation and Amenities Committee will be held on **Tuesday 3rd APRIL 2018** at 7.45 p.m. in the Sindlesham Room.

There being no further business the meeting closed at 9.25pm.