



## Winnersh Parish Council

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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting held in the Allnatt Pavilion on **TUESDAY 3 SEPTEMBER 2019**

**PRESENT:** Cllrs L Wooldridge (acting Chairman); S Hanna, F Breedlove, J Southgate, F. Obileye, B. Krauze (deputising).

**In attendance:** Philip Stoneman (Clerk) and 12 members of the public.

**1 APOLOGIES:** None

**2 DECLARATIONS OF INTEREST:** None.

**3 WINNERSH ALLOTMENTS UPDATE:**

3.1 The Clerk updated the Committee on progress toward the completion of the allotments.

Water: WBC had informed the Clerk that permission had been granted to supply water to all the taps on the allotment garden provided that valves were installed to each and every standpipe. There was also a requirement for the taps to be boxed in for security with a small lockable latch. When the work had been completed, Thames Water would need to sign off the work before arranging the connection in Woodward Close.

3.2 Security: WBC were arranging for the combination padlocks to be replaced with padlocks and keys and the Clerk would make arrangements for keys to be collected and signed for from the Parish Office. The padlocks would be welded to the gates via a chain to ensure they were not lost or stolen, and the work was planned for completion by the end of the week. **ACTION: CLERK**

3.3 Damage: a small number of incidents had been reported and it was hoped these would cease when the security had been improved.

- 3.4 Storage containers: no further action had been taken as WBC were focusing on the water issue. WBC had asked if further consideration could be given to storage containers, given that many plot holders now had sheds and there may be less of a demand. On that basis, WBC asked if the number and size of containers could be reduced and this would be considered at the next meeting. **ACTION: CLERK**
- 3.5 Allocation: 3 full plots and 4 half plots remained unallocated and recent requests for plots were being followed up.
- 3.6 Weed suppressant matting: the Grounds Maintenance Contractor (Nick Robins) had been invited to quote for the supply and laying of matting to cover plots that had not been let. The offer would be extended, at a cost, to plot holders that had not made a start on their plots.
- 3.7 Deposits: a discussion took place about whether there was a need to continue with taking deposits in the event that an allotment holder gave up a plot that then required works to enable it to be re-let. The Clerk advised that this was so infrequent that it didn't justify the administrative work involved in taking and retaining deposits, in some cases for many years. The Committee were supportive of ceasing the practice, and returning the deposits that had been collected, and requested that the proposal be considered, alongside a review of the allotment agreements at the next meeting. **ACTION: CLERK**

#### **4 PUBLIC SESSION:**

- 4.1 A range of issues were raised by allotment holders that attended the meeting.
- 4.1.1 Tenancy Agreements: these had not been produced as the lease for the site had not been signed and would not be until satisfactory completion and formal handover of the site.
- 4.1.2 Composter: an allotment holder requested that consideration be given to providing a communal composter and it was agreed to investigate this. **ACTION: CLERK**
- 4.1.3 Infection: two allotment holders had received grazes to their elbows whilst cultivating their plots that had led to infection requiring medical (A&E) attention. The Clerk was asked to contact WBC about soil tests/analysis to determine if there was anything in the soil that may have caused this reaction. **ACTION: CLERK**
- 4.1.4 Strimming: on behalf of allotment holders, Richard Tilbe thanked Geoff Harper and Mary Paul for their hard work in strimming areas of the allotments to keep weed growth down.
- 4.2 At the end of the public session all members of the public left the meeting.

## **5 MATTERS ARISING FROM THE LAST MEETING:**

- 5.1 (4.4) Action to be completed with the Clerk liaising with allotment managers about how toilet cleansing/maintenance was carried out in other locations. **ACTION: CLERK**
- 5.2 (4.5) Action to be completed with the Clerk liaising with WBC about how the drainage could be improved (around plot 66) to prevent the ground from becoming waterlogged. **ACTION: CLERK**
- 5.3 (4.6) The Clerk advised that allotment holders had all been asked to report incidents of ASB to WPC and the Police.
- 5.4 (7.1) Action to be completed with SOLAR figures being presented to the next meeting of F&GP **ACTION: CLERK**
- 5.5 (8.1) Cllr Hanna updated the Committee on the Youth Club Project explaining that there was a willingness to pay a little more to employ a qualified Youth Worker rather than a trainee Youth Worker. A meeting was to be held in the following week between Cllr Hanna, WBC and Berkshire Youth to discuss the way forward and at this stage it was unlikely to be necessary to seek an increase in the £2,000 budget allocated by WPC in 2019/20.
- 5.6 (8.3) Cllr Wooldridge advised that a proposal was being prepared for a workshop to consider priorities and aspirations for WPC and this would be presented to Full Council with an event possibly to be held in November. **ACTION: CLLR WOOLDRIDGE**
- 5.7 (9.1) The Clerk advised that a playground inspection, by ARD Playgrounds, had taken place and that quotations were being sought for bi-monthly inspections. The Caretaker had been tasked with carrying out weekly inspections that would now be fully documented. **ACTION: CLERK**

## **6 LED LIGHTING**

- 6.1 The Clerk advised that the conversion to LED lighting in the Community Centre and Allnatt Pavilion had been completed and was successful. An additional quote of £1200+VAT had been received from the contractor for an LED lighting conversion in the Sindlesham Room. The committee were supportive of this and requested that it be recommended to Full Council for acceptance. **ACTION: CLERK**

## **7 PROJECTS**

- 7.1 The Clerk gave a brief update on the Community Centre cladding and play area/outdoor gym safety surfacing projects with options and costs being obtained for discussion at a future meeting. **ACTION: CLERK**

**8 HEIGHT BARRIER**

8.1 The Clerk presented a proposal for the provision of a height barrier to the Community Centre Car Park at a cost of £2,850.62 + VAT for supply and installation. Guidance had been sought from WBC on whether planning permission would be required, and this was being further investigated. The committee were supportive of the proposal and would recommend to Full Council that a barrier be installed, subject to any Planning permission being sought as necessary. **ACTION: CLERK**

**9 CORRESPONDENCE:** The Committee noted the correspondence in Appendix A.

Correspondence Item 3 and 6: The Clerk advised that some complaints had been received about the Kenyan Festival held on 3 August regarding entrance fees, noise levels and the late finishing. A meeting would be arranged to include the Clerk, RFO, Caretaker and the Kenyan Association, that organised the event, to review the event and to consider plans for a similar event in 2020. **ACTION: CLERK**

**10 ANY OTHER URGENT MATTERS:** None

**11 DATE OF NEXT MEETING:** Tuesday 1 October 2019 at 19:45.

There being no further business the meeting closed at 20:02.

**APPENDIX A**

**Correspondence**

- 1) **29 September 2019** - email from ARD Playgrounds  
**Subject:** Quote for replacement of a piece of play equipment
- 2) **05 August 2019** - email from ARD Playgrounds  
**Subject:** Playground Inspection
- 3) **05 August 2019** - email from Melissa Callander  
**Subject:** Kenyan Festival 3 August 2019
- 4) **22 August 2019** - email from Wokingham Borough Council  
**Subject:** Planning guidance - height barrier
- 5) **22 August 2019** - email from Barriers Direct  
**Subject:** Quote for height barrier
- 6) **09 August 2019** - email from West Berks Council  
**Subject:** Kenyan Festival 3 August 2019
- 7) **02 September 2019** - email from RCJ Electrical  
**Subject:** Quote for LED Lighting in Sindlesham Room