



Winnersh Parish Council
Winnersh Community Centre
New Road, Sindlesham, Wokingham
Berkshire RG41 5DU
Phone 0118 978 0244
e-mail clerk@winnersh.gov.uk
www.winnersh.gov.uk

27th June 2024

Recreation & Amenities Committee Members:

Cllrs Doyle, Fyfe, Green, Kilby, Nicholson and Southgate

Dear Councillor,

You are summoned to attend a meeting of the **RECREATION & AMENITIES COMMITTEE** of Winnersh Parish Council to be held on **Tuesday 2nd July 2024 at 7.30pm** at the Winnersh Community Centre.

M Milsom

Marcia Milsom
Clerk to the Council

AGENDA

1. APOLOGIES FOR ABSENCE

To Receive apologies for absence. Members are reminded that apologies must be submitted to the Clerk by 12pm on the day of the meeting.

2. DECLARATIONS OF INTEREST

To Receive any personal or prejudicial interests in relation to any items on the agenda.

3. NOTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 4th June 2024 (attached) were accepted at Full Council on 18th June 2024.

The Clerk's report with updates on matters arising from previous meetings is attached at Appendix 1. *For noting.*

4. BERKSHIRE YOUTH

A report from Berkshire Youth has been requested and will be presented at the meeting.

5. WINNERSH ALLOTMENTS

- i. The Clerk has received a formal complaint from a tenant regarding speeding at the allotment site – attached at Appendix 3.

To Consider the issue of speeding.

- ii. Winnersh Allotment Association – a representative will be in attendance to discuss the future of the Allotment Association.

6. CAPITAL PROJECTS 2024-25

- i. An update on 2024-25 capital projects is attached at Appendix 4. *For noting.*

- ii. Trim Trail – a report showing equipment examples is attached at Appendix 5.

To discuss the equipment and agree a way forward to enable the Clerk to obtain quotes.

- iii. Teenage Shelter – a consultation was carried out at the summer fete.

To Discuss the results of the consultation and agree the way forward.

7. CORRESPONDENCE

To Receive items of correspondence not covered elsewhere on the agenda as follows:

- i. None.

8. DATE AND TIME OF THE NEXT MEETING

To Agree the date and time of next meeting as Tuesday 3rd September 2024 at 7.30pm.

9. EXCLUSION OF PRESS AND PUBLIC

To Resolve that pursuant to Section 100 of the Local Government Act 1972, members of the press and public be excluded from the meeting during consideration of the following items.

10. ALLOTMENTS



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Minutes of the **RECREATION AND AMENITIES COMMITTEE** meeting
held on **Tuesday 4th June 2024 at 7.30pm**
at the Winnersh Community Centre

Councillors Present: Cllrs Doyle, Green, Kilby, Nicholson & Southgate.

Officers: Marcia Milsom, Clerk

In Attendance: Cllr Fyfe

The meeting had been preceded by a site walk.

1. ELECTION OF CHAIRMAN

It was proposed by Cllr Southgate, seconded by Cllr Green and with no other nominations, **RESOLVED** to elect Cllr Lesley Doyle as Chairman of the R&A Committee for 2024/25.

2. ELECTION OF VICE CHAIRMAN

It was proposed by Cllr Doyle, seconded by Cllr Southgate and with no other nominations, **RESOLVED** to elect Cllr Raf Nicholson as Vice Chairman of the R&A Committee for 2024/25.

3. APOLOGIES FOR ABSENCE

None.

4. DECLARATIONS OF INTEREST

None.

5. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on 7th May 2024 (attached) were accepted at Full Council on 21st May 2024. **Noted**

The Clerk's report with updates on matters arising from previous meetings was attached at Appendix 1. **Noted.**

The Clerk was asked to liaise with Nick Robins on installing posts to secure vulnerable points around the recreation ground.

ACTION: CLERK

6. WINNERSH ALLOTMENTS

- i. The Clerk had been liaising with Raymond Barry (WBC) on the provision of battery powered mowers and strimmers funded from S106 for the tenants to use. A decision is awaited. **Noted.**
- ii. Toilet path – Cllr Harper has requested consideration be given for a footpath to be installed from the main entry road to the first toilet as the area is currently overgrown grass, requires regular strimming, gets waterlogged and makes it difficult to access the toilet. He believed that this had been an agreed project prior to the SEND school plans but had been deferred. He suggested that the Allotment EMR be used to fund this.

The Clerk has obtained a quote from the contractors who have carried out the work on the Bearwood Rec car park, Unique Solutions in the sum of £1,800 + VAT, based on a specification provided by Cllr Harper – attached at Appendix 2.

It was agreed to **RECOMMEND** that the quote from Unique Solutions be accepted, funding to be taken from the Allotment Transition EMR.

ACTION: CLERK

- iii. The Clerk met with the WAA Chairman in April. The Clerk had raised concerns about the apparent lack of activity within the association and some confusion between the members. The Clerk had queried the projects previously funded by WPC which had not yet been completed. She had also asked for copies of previous minutes which had not yet been forthcoming.

The Clerk queried the effectiveness of the association and asked for clarification as to the way forward.

It was agreed that the Chairman of the WAA be invited to the next meeting for a discussion on the future of the association. The Clerk was asked to request membership to the allotment Facebook group.

The Clerk was also asked to circulate a copy of the WAA Constitution to R&A members.

ACTION: CLERK

- iv. Taps – there have been numerous leaks from the taps on site. In 2023/24, £405.00 was paid to repair leaking taps and in 2024/25, there are 3 that are leaking and require further attention. Cllr Harper has turned these off at the stopcock until they can be repaired.

The taps are a complicated design and the Clerk has asked WBC whether there are any S106 funds to change for a simpler design.

The Clerk met with a plumber prior to the meeting and has instructed repairs to be carried out. **Noted.**

7. PLAY INSPECTION REPORT

An inspection was carried out during April – report sent under separate cover. **Noted.**

A quote has been received for medium and low risk items identified in the recent reports – attached at Appendix 3.

The Clerk was asked to obtain a full quote for all medium risk items for consideration at the next meeting.

ACTION: CLERK

8. PLAY INSPECTIONS

The current quarterly and annual inspections are carried out by ARD.

A quote for inspections for 2024-25 has now been received from ARD as follows:

Quarterly 3 x £126.00 (increase of £6.00)

Annual 1 x £441.00 (increase of £41.00)

It was **RESOLVED** to accept the quote from ARD for the 2024-25 play inspections.

9. BASKETBALL COURT

Both of the basketball hoops have been damaged. One was replaced by the supplier as it appeared to be a weakness in the cross bars, however the second one has been completely broken. The Clerk has spoken with ARD who suggest replacing with a ring from Stadia Sports at a cost of £100.80 + VAT. The Clerk has ordered a replacement and will ask the Caretaker to install. **Noted.**

10. CAPITAL PROJECTS 2024-25

An update on 2024-25 capital projects is attached at Appendix 4. **Noted.**

- i. Teenage Shelter – the Clerk has obtained a further quote from ARD for refurbishment of the existing shelter in the sum of £9,849.50 + VAT. This is to replace all red panels, brown decks and upright posts, utilising the existing steel feet.

It was agreed to have a display and engage with youth at the Winnersh Summer Fete to determine their preference and defer discussion until the July meeting.

ACTION: CLERK

- ii. Trim Trail – the options and potential specification for a trim trail was discussed. The Clerk was asked to bring a report on suitable items of equipment to the next meeting.

ACTION: CLERK

It was noted that the current roundabout was in poor condition and didn't operate well. The Clerk was asked to investigate prices for replacing the roundabout with a trampoline.

ACTION: CLERK

11. CORRESPONDENCE

To Receive items of correspondence as follows:

None.

12. DATE AND TIME OF THE NEXT MEETING

The next meeting was **AGREED** as Tuesday 2nd July 2024 at 7.30pm.

The meeting closed at 8.27pm.

R&A Clerk's Report - July 2024

Meeting Action Point	Date Decision Ratified	Minute reference	Action by	Notes	Status
Land at Woodward Close	07.11.23	6	Clerk	Response awaited from WBC on potential use of land adjacent to allotments	In progress
Facility Gas Charges	02.01.24	7	Clerk	The Clerk is investigating funding options for heating improvements	In progress
Fitness Trail funding	02.01.24	8 (iii)	Clerk	The Clerk is investigating funding options for fitness equipment	In progress
Bar provision	05.03.24	6	Clerk	The Clerk is investigating training to obtain a personal licence. An application to vary the Premises Licence will be submitted once received.	In progress
Mobile catering	05.03.24	7	Clerk	The Clerk has contacted two mobile catering units. Responses are awaited.	In progress
WAA	02.04.24	5 iv	Clerk	Representative of WAA attending July meeting	In progress
Allotment benches	07.05.24	5 ii	Clerk	Clerk ordering benches for allotments funded by S106	In progress
Vulnerable Access Points	04.06.24	5	Clerk	Clerk liaising with Nick Robins on potential vulnerable access points	In progress
Allotment Toilet Path	04.06.24	6 ii	Clerk	Project agreed at Full Council. Clerk liaising with contractor to carry out works	In progress
Play Equipment Repairs	04.06.24	7	Clerk	Clerk liaising with ARD for repair quote	In progress
Teenage Shelter	04.06.24	10 i	Clerk	Consultation exercise carried out at fete. On agenda for discussion	In progress
Trim Trail	04.06.24	10 ii	Clerk	On agenda for discussion	In progress
Trampoline	04.06.24	10 ii	Clerk	Clerk obtaining quotes for replacing roundabout with trampoline	In progress

Other items:

External accessible toilet	Fuse box - unauthorised access - Clerk had asked Berkshire Construction to quote for metal cupboard around box but not been able to progress. Clerk has now asked another contractor to quote
Kitchen roof dome	There is water ingress through either the roof dome light or the vent above the main hall kitchen and also in one of the storage cupboards. There was a small hole and crack in the roof dome and Berkshire Construction has carried out a temporary repair. A roofer has now inspected the area and is trying to source replacement domes but this is proving difficult due to their age. There is also a lot of standing water on the roof which does not appear to be able to drain away. The leaking pipe in one of the storage cupboards has been repaired by Berkshire Construction. Clerk has asked another contractor to investigate.

DATE: 18 10/6/24

MON

TUE

WED

THU

FRI

SAT

SUN

Formal Complaint - [REDACTED] Plot 12 -
 Dear Sir/Madam [REDACTED]

I am writing to you regarding the Lutterworth
 Parish Council Allotment.

Speeding vehicles on site (allotment holders) & increasing
 Dust, this is causing many people can cause breathing
 issues.

Many allotment holders are not seeing the speed
 limit signs due to the location (not at gate entrance)
 & also ignore the speed limit of 10mph. People
 who are walking have to breathe in the dust
~~being~~ from the road caused by vehicles (visitors, -
 contractors, allotment holders). I don't think it is at all -
 fair that we have to breathe in dust from vehicles.
 I think this is a health & safety issue & needs to
 be addressed straight away as to equality, etc of
 all allotment holders. I have received various
 concerns from other allotment holders who have under-
 lying health issues (asthma, etc) who don't wish to breathe
 in dust from speeding vehicles (contractors, allotment holders,
 visitors). Please think/consider the following - Speed
 limit at gate entrance, lower speed limit when dry,
 actively promote importance of health & safety.

Kind Regards

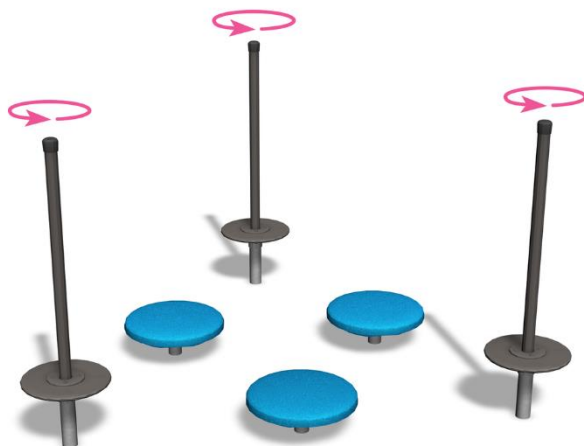
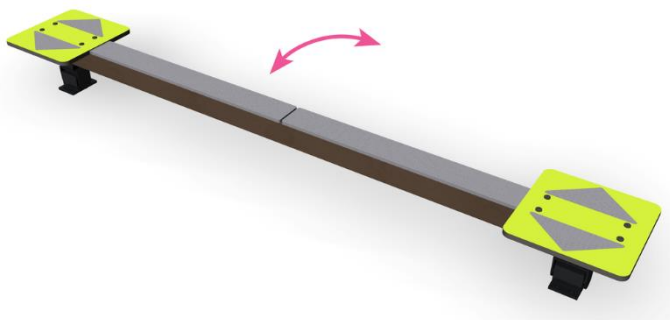
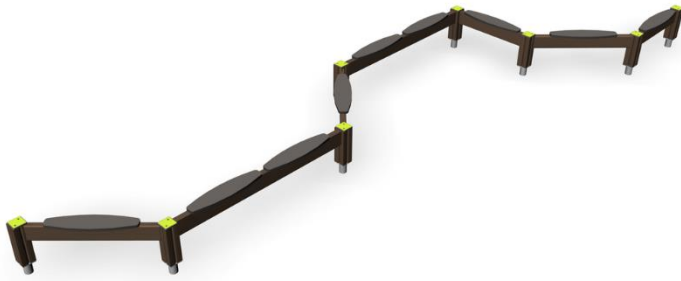
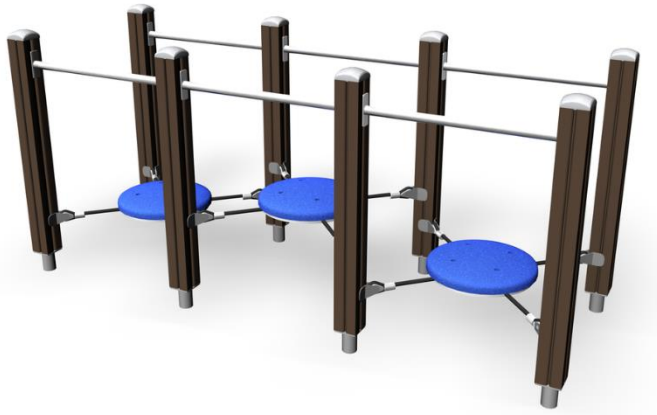
[REDACTED] Allotment Plot 12

R&A Capital Projects Update 2024-25

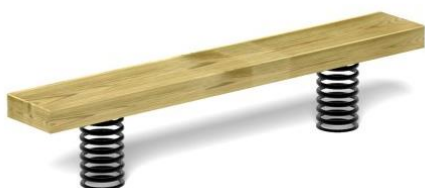
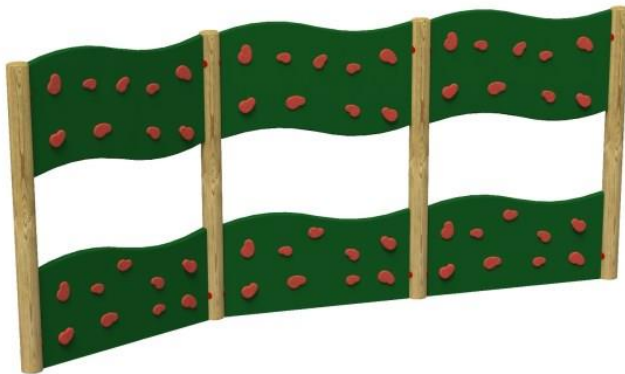
Jul-24

Item No	Project	Budget	Committed/ Actual Cost	Project detail	Action/Notes	Status
1	Wetpour replacement	£ 16,538.00	17,116.50	Replace areas of wetpour in play area identified by ARD	Updated quote received from ARD £17,116.50. Quote agreed at Full Council. Clerk arranging for works to be carried out	In progress
2	MH Ceiling Tiles	£ 2,000.00		Replace ceiling tiles in hall, kitchen foyer, lobby and corridor	Clerk ordering and will arrange for installation during close-down in August	In progress
3	Teenage Shelter (£5,000 CIL)	£ 14,000.00		Replace shelter near car park	On agenda for discussion	In progress
4	MH Internal Redecoration	£ 3,000.00	2,900.00	Paint walls, radiators and woodwork in hall and lobby	Quote agreed at Full Council. Clerk booked works to be carried out in August	In progress
5	Event gazebo and banner	£ 600.00	670.83	New 3x3 gazebo plus sky banner to advertise raffle	Purchased 2 gazebos and sky banner and used at fete	Complete
6	Trampoline/Fitness Trail	£ 17,000.00		Creation of new fitness trail around recreation ground and installation of 3x3 trampoline near play area	On agenda for discussion	In progress
7	Miscellaneous	£ 2,000.00				In progress
8	Top dress overflow car park	£ 2,500.00	2,250.00	Top up of shingle to overflow parking area	Work completed 29th May	Complete
9	SR/JGR lift/staircase (£21,250 CIL)	£ 45,000.00		Strip out bar area and install internal lift and staircase from bar area to John Grobler Room	Referred to Facilities Development WG	N/A
		£ 102,638.00	£ 22,937.33			

Redlynch Leisure - <https://www.redlynchleisure.co.uk/playground-equipment/balancing-trim-trail-equipment/#balance>



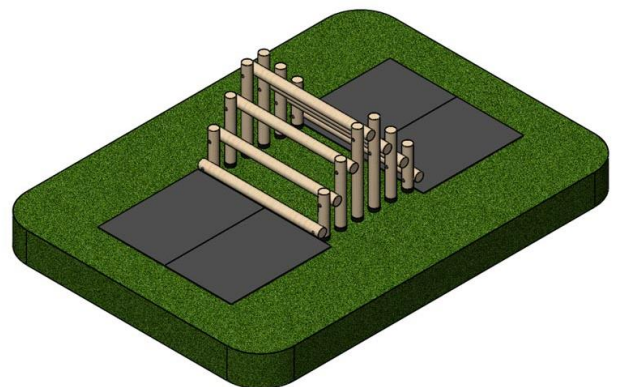
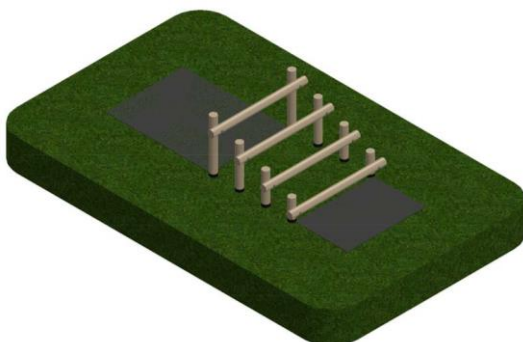
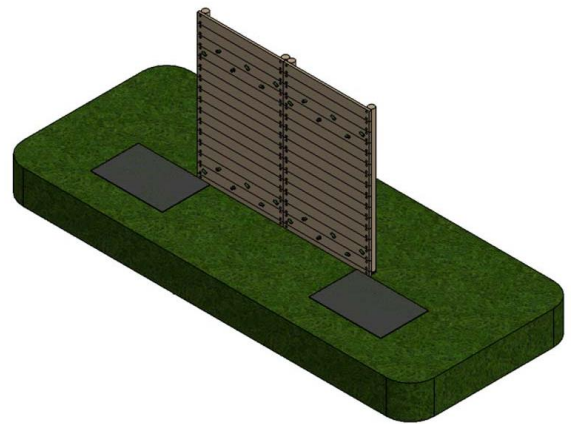
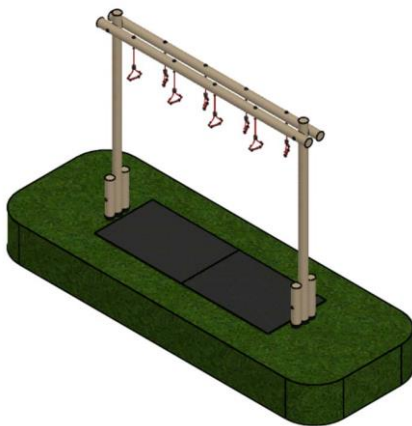
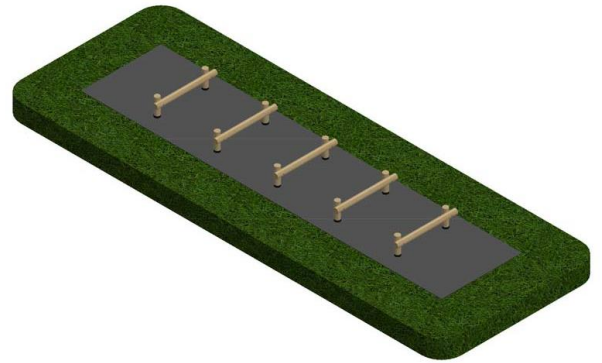
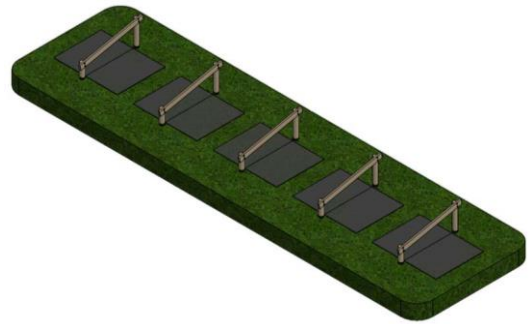
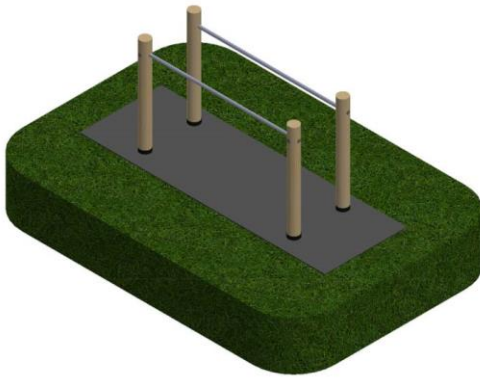
Action Play & Leisure - <https://www.actionplayandleisure.co.uk/community-playground-equipment/adventure-trails-outdoor-gyms/>



Online Playgrounds - <https://www.onlineplaygrounds.co.uk/outdoor-fitness-equipment/fitness-trails.html>



Sports Equip - <https://www.sportsequip.co.uk/outdoor-fitness/timber-gym-trails.html>



Proludic - <https://www.proludic.co.uk/products/sport-fitness/actifun-making-fitness-fun-for-everyone/wooden-trail/>

