



CHARVIL **PARISH COUNCIL**

Chairman: Chris Drew

Assistant Clerk to the Council:

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Minutes of the Meeting of the Amenities Committee held on 8th May 2017

Present: John Davies (Chair) Paul Mundy, Chris Drew, Jim Gillett & John Hobson

Apologies:

Absent:

121/17 **Open Forum:** There were no residents present.

122/17 The Minutes of the Amenities Committee Meeting held on Monday 3rd April 2017 were approved and signed by the Chair.

123/17 **Hall Maintenance:** The Chair provided quotations for the extra lighting on the ramp at the front entrance of the Hall. One set presented was for lights the same as what is installed at present on the steps and the other option from Gemma Lighting. Although visually similar, the proposed lights are a superior quality, better output, LED lamp and will give us a significant energy saving. It was also noted that when the current lighting starts to fail that we consider replacing the old lights with the same as what is now proposed. This option offered by Gemma Lighting was approved by the Committee. Assistant Clerk to obtain quotations for the lamps to be installed.

The Chair is to chase up the quotations for the replacement 37 watt LED lights for the lights inside the main hall.

124/17 **Usage Reports:** The Village Hall usage was noted. Although still no meaningful figures for the pavilion yet the increase in usage is positive.

125/17 **Finance Reports:** The figures were noted. The Assistant Clerk raised a request from the Clerk to the Council relating to the budget for 2018/19 – that there be an additional column added. There is currently a column for ‘Deposits In’ but when a payment is made out, the number at the moment has to go into the ‘Other’ column. The Clerk would like to have a ‘Deposits Out’ column added and for that to be used instead of ‘Other’. This was approved by the Committee.

126/17 **Park Inspection Reports:** These have been received for April.

127/17 **Consider Quotation for Repairs to the Guttering at the Pavilion.** The quotation from JFI roofing totalling £110 plus VAT was approved by the Committee.

128/17 **Approve the Contract for Sonning & Charvil Junior Cricket Club (SCJCC).** Jim Gillett reported back on a meeting he had had on behalf of CPC with Nick Ray (SCJCC). A ‘noted’ contract had been circulated to the Amenities Committee prior to the meeting, the amendments were approved by the Committee, Jim Gillett to make the necessary adjustments and distribute to the committee before forwarding to Nick Ray for consideration/acceptance.

- 129/17 Discuss Changing Access to the Pavilion Kitchen. Assistant Clerk produced a quotation from Loddon Doors to change the access from opening from the inside of the kitchen to opening from the outside (like the double front doors and side sports entrance) £317.16 plus VAT. Approval from Wokingham Borough Council (Paul Simmons) had also been sought. The work and quotation was approved by the Committee.
- 130/17 Consider Quotations for Wooden Fencing at East Park Farm. The quotations were discussed and the Assistant Clerk was requested to gain further information on the specifications of the fencing and posts, also that the fencing be extended rather than just three sides of the field to all four sides (including that length in front of the stream). In addition to the wooden fencing it was requested the AC obtain quotations on adding chain mail in front of the goal mouths and 3m either side to attempt to stop the footballs being lost into the stream behind. The AC to pass the full quotations and full specifications to the Clerk to the Council so they can be considered at the next Full Parish Council Meeting on Monday 22nd May 2017.
- 131/17 Consider Quotations for Bollards at East Park Farm. The quotations were considered but it was decided that concrete bollards would be the preferred option over timber/wooden ones so the Assistant Clerk is to obtain amended quotations for concrete bollards. The AC to pass the full quotations and full specifications to the Clerk to the Council so they can be considered at the next Full Parish Council Meeting on Monday 22nd May 2017.
- 132/17 Consider Quotations for Improvement to Exterior of Pavilion. Deferred until next meeting as one of the quotations had not been received so had no comparison.
- 133/17 Review Findings from RoSPA Report. The report did not specify any mandatory remedial actions. However, the Assistant Clerk was asked to get a quotation regarding levelling the ground around the carousel and multi-play areas to prevent trip hazards. It was also identified that one of the rockers 'Elk' at the East Park Farm playground needed repainting – it was suggested by the Committee that the job be included when the repainting of the Pavilion is done. The Chair reported the bolt on the baby/toddler swing at St. Patrick's requires changing to a longer bolt – although this passed the RoSPA inspection it was agreed by the Committee that this bolt be changed. Assistant Clerk informed the Committee that the Insurance Company had already been approached and were happy for a member of the Council team to undertake the task of replacing the bolt.
- 134/17 Discuss the need to change the alarm code at the Village Hall. It was agreed that the alarm code does need to be changed but beforehand the lock on the main door of the Village Hall be changed. A new lock with secure keys that cannot be copied without permission is to be sourced. Assistant Clerk was requested to email all current Key Holders and advise of the future change to the locks and that also a £10 deposit for the keys will be required. Once the new lock is in place, the alarm code will be changed and key holders will be notified.

The Meeting closed at 9:05pm

Signed:

Date:

The next meeting is Monday 5th June 2017