



CHARVIL
PARISH COUNCIL

Chairman: Jim Gillett

Assistant Clerk to the Council:

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Minutes of the Meeting of the Amenities Committee held on 9th April 2018

Present: Paul Mundy (Chair), Jim Gillett, John Hobson and Jane Hartley

Apologies:

Absent: Adrian Keward and James Bell

- 238/18 Open Forum: Representatives from Charvil Community Tennis Club (CCTC) attended the meeting to propose a closer working relationship between CCTC and CPC. This was discussed and agreed that a sub-set of the Amenities Committee meet with the CCTC on a regular (potentially quarterly) basis to ensure good communication.
- 239/18 The Minutes of the Amenities Committee Meeting held on Monday 5th March 2018 were approved and signed by Paul Mundy (Chair).
- 240/18 Usage Reports: The numbers for both the Village Hall and Pavilion show a good start to the year.
- 241/18 Finance Reports: The numbers were noted for both the Village Hall and Pavilion and it is understood that the full accounts for the year will be available end April/beginning May.
- 242/18 Park Inspection Reports: These have been received. It was reported there had been an issue with the fittings of the top bar on the goal post at St. Patrick's, the Assistant Clerk advised that confirmation from Damian Fido of AFC Reading via email on Sunday 8th April 2018 that the fittings have now been made secure.
- 243/18 To approve and sign cheques for return of damage deposits to hall users. The payments were approved, and cheques signed for the two users.
- 244/18 Approve the Terms of Hire for the Tennis Courts. These were approved by the Committee.
- 245/18 To approve the addition of the GDPR paragraph to be inserted into all terms of hire. The paragraph supplied by the Assistant Clerk was adjusted to include reference to the General Privacy Statement and approved by the Committee. The Assistant Clerk is to make relevant adjustments to existing terms.
- 246/18 To approve the General Privacy Statement. The Assistant Clerk had provided a draft statement, amendments to the document were suggested by Jim Gillett and approved by the Committee. The modified statement was approved by the Committee.

- 247/18 To decide if/what procedures need to be put in place in the event of adverse weather. The Assistant Clerk reported that currently there are no procedures in place in the event of adverse weather, snow and ice etc. It was highlighted that we need to investigate further to understand what the legal position would be and where we would stand re: insurance liability if the facilities are open in such conditions. The Assistant Clerk was requested to liaise with other parishes to find out how they deal with such situations. The topic is to be deferred to a later meeting when more information is available.
- 248/18 To decide whether to replace just the broken light fittings in the Pavilion building or whether to exchange all the lights with energy saving units providing a more cost-effective solution. The Assistant Clerk provided an energy report of existing units and proposed replacement units. It was agreed by the Committee that this should be considered but have requested that the Assistant Clerk obtain further information as to whether it can be done in phases and if so, what the cost implications would be (taking into account delivery costs, installation costs etc.). It was requested that the Assistant Clerk to request that the topic be added to the next Full CPC meeting for further discussion.
- 249/18 To hear the recommendations for the remedial actions required on the floor of the Village Hall. The Committee viewed the flooring and heard the findings of the company that has historically serviced the floor. It was requested that the Assistant Clerk obtain quotations from at least three sources for the floor to be sanded and resealed.
- 250/18 To decide whether to replace the oven in the Pavilion. It was decided that it was not necessary to replace the oven at this time.
- 251/18 To review and approve (if agreed) the AFC Reading scaled plan and timeline for remediation plan for St. Patrick's recreational field. The proposed scaled plan was approved by the Committee (providing the new goals are no closer to the playground than the original ones). On the replacement of the set of permanent goals, the Committee noted AFC Reading's comment regarding the cost and would like to reiterate the deadline of this being done before the start of summer and must insist the goals are in place by 1st July 2018 or the Council reserves the right to withdraw the use of the field.
- 252/18 To discuss the next steps in future strategy and working plan between CPC and CCTC. It was agreed that at least two members of the Amenities Committee meet with CCTC, Jane Hartley and John Hobson have volunteered to do this along with Jim Gillett as Chair of the Council. The Assistant Clerk is to contact Tom Pimm and arrange a suitable date for the meeting. *Assistant Clerk's note: an email has been sent to Tom Pimm requesting he provide possible dates for such a meeting and also a reminder that as per the terms of the contract that CCTC must supply a list of members immediately as they are currently in breach of their contract.*

The Meeting closed at 9:30pm

Signed:

Date:

The next meeting is Monday 14th May 2018