



CHARVIL PARISH COUNCIL

Chairman: Jim Gillett

Assistant Clerk to the Council:

Amanda Burton
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Minutes of the Meeting of the Amenities Committee held on 4th November 2019

Present: Adrian Keward, Paul Mundy, Jim Gillett and Pat Sutlieff

Apologies:

Absent: Neil Jackson

415/19 Open Forum: No residents were present.

416/19 The Minutes of the Amenities Committee Meeting held on Monday 7th October 2019 were approved and signed by Adrian Keward (Chair).

417/19 Declarations of interest and any written requests for pecuniary interests in items on the agenda to be considered by the Assistant Clerk: None.

418/19 Usage Reports: All facilities are tracking in line with previous years. Reminder that going forwards the Pavilion numbers will alter but should pick up again with new group starting in January. The Assistant Clerk advised that car parking is often a reason why people choose not to hire the Pavilion. The possibility of using the grass area to the left of the children's play park might be an option if 'grass-crete' were laid, thus providing close car parking to the building. Assistant Clerk to investigate the possibility along with liaising with WBC and checking if planning permission is required.

419/19 Park Inspection Reports: These have been received, nothing new to report.

420/19 Consider a request for a refund regarding a booking for the Village Hall that was cancelled due to a change in family circumstance: The Assistant Clerk reported the nature of the change in family circumstance, the Committee were sympathetic and as a gesture of goodwill were willing to offer the transfer to another date within the next 12 months for the hirer to use the facilities without further charge (on the same terms and duration as original booking) or to offer a 50% refund. The Assistant Clerk was asked to correspond with the hirer accordingly.

421/19 Decide on the cost of the annual Family Tennis Pass: The Committee was reminded that the last pass offered by the CPC was £30 for the year and decided that the cost for 2020/21 it would rise to £35 and be available from 1st April 2020. Advertising to go into the next Charvil Village News magazines – Winter and Spring editions.

422/19 Consider the application costs for road signage relating to the Pavilion: The Assistant Clerk reported that in order for WBC to consider road signage for the Pavilion that a request needed to be raised costing £113 and if accepted the signage and installation costs would then be confirmed. As it is part of the terms of the lease that signage be installed and that WBC own the land, the Committee have instructed the Assistant Clerk to contact WBC and ask them to waive the charges and advise what if any other costs are involved.

- 423/19 To discuss and whether charging for the kitchen at the hall can be stopped: The Assistant Clerk reported that this was at the request/recommendation by the Clerk. By charging for the kitchen there are potential VAT complications and with the new booking software, each time the kitchen is booked it is registered as a booking and charging for the software is done in tiers and the amount of bookings could potentially take the CPC up to a more expensive charging level. The Committee approved for the charging to be removed.
- 424/19 To approve the quotation for the remedial plumbing works required at the Village Hall: The Assistant Clerk reported the issues that had been identified and the Committee approved all remedial works. Assistant Clerk to arrange a suitable date with JJ Plumbing and Heating.
- 425/19 Consider the quotations for the tree maintenance costs for areas around the Pavilion and Village Hall: The Committee reviewed the quotations and decided to go ahead with the cutting back and clearing at the rear of the Pavilion and to the pruning of the trees by the Village Hall. Assistant Clerk to follow up and arrange a suitable time with Cannon Tree Care.
- 426/19 To consider the quotations for the required signage: The Committee decided to go for the shaped larger signs for St. Patrick's and East Park Farm provided there was no extra cost involved, all other signage approved. The look of the signs to be standardised. Assistant Clerk to liaise with A Star Signs.
- 427/19 To discuss on budget requirements for 2020/21: Draft budget figures were provided by the Clerk. As there were several questions around some of the areas it was decided that Jim Gillett (Chairman) would spend some time with the Clerk and then the first pass of the budget to be sent to Paul Mundy (Chair of Finance) before circulating, and consideration at Full Parish Council level.

The Meeting closed at 9:36pm

Signed:

Date:

The next meeting is Monday 2nd December 2019