



**CHARVIL**  
**PARISH COUNCIL**

Chairman: Jim Gillett

**Assistant Clerk to the Council:**

**Amanda Burton**  
**121 The Hawthorns**  
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**Minutes of the Meeting of the Amenities Committee held on 7<sup>th</sup> October 2019**

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

**Apologies:**

**Absent:**

- 403/19 Open Forum: Carl and Suzanne Emerson-Dam attended to listen to the proceedings, it was stressed they were not attending in their capacity as the management of the Charvil Community Tennis Club.
- 404/19 The Minutes of the Amenities Committee Meeting held on Monday 2<sup>nd</sup> September 2019 were approved and signed by Adrian Keward (Chair).
- 405/19 Declarations of interest and any written requests for pecuniary interests in items on the agenda to be considered by the Assistant Clerk: None.
- 406/19 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.
- 407/19 Consider Finance Reports: The reports were reviewed by the Committee and no issues raised. One question regarding the title of 'Village Hall Travel' was asked – it was explained this related to mileage claimed on expense sheets. The Assistant Clerk raised a request from the Clerk that the Consideration of the Financial Reports occur at the Amenities Meetings two months following the end of the quarter. This was approved by the Committee.
- 408/19 Park Inspection Reports: These have been received, nothing new to report. The situation regarding the shrinkage of the wet pour at St. Patrick's is still being monitored and that the risk level by Rospa was minimal. Any permanent repairs would need to be part of the Five Year Plan discussion.
- 409/19 Consider and decide whether to amend the Terms of Hire at both the Village Hall and Pavilion that prevents the booking of the facilities for events that include the use of a gaming wagon: The Assistant Clerk and Chair of Amenities explained what such a party entailed and the possible health and safety risks posed. After consideration it was agreed that the terms for both facilities be changed to include the exclusion of gaming wagons. The Assistant Clerk to draft the point and circulate to the Committee for comment.
- 410/19 To hear about an unauthorised child's football party on the fields at East Park Farm. Is there a way of preventing this going forward?: The Committee heard from the Chair about a recent organised party that was held on Pitch 1 on the EPF field. It was also advised that during the summer months a local football team were using the field for training. Although there is no formal way to stop this happening it was suggested that by way of Social Media a reminder of usage of the fields be communicated and unauthorised use discouraged.

As the pitches undergo annual maintenance during the summer which is a significant investment to the Council that if any team were to use the grounds regularly without authorisation that a harder stand be taken and an email to be sent to the Manager of the Club advising that the pitches need to be booked and reminder that there would be potentially no access for emergency services as they would not have the means to open the barriers. Situation to be monitored closely.

- 411/19 To hear an update from Pat Sutlieff regarding the toddler park at EPF: Cllr Sutlieff reported that she was in touch with Wokingham Borough Council and has a meeting date set for 5<sup>th</sup> November 2019, object of the meeting is to discuss upgrading and updating the equipment at the park. Also the potential to extend the space of the park itself. Any change would of course be subject to discussion and consideration at the Five Year Plan Meeting scheduled for later in November.
- 412/19 To discuss and decide on the possible reintroduction of CPC's Tennis Family Pass, the price, publicity and other terms, and a recommendation to be then put to Full Council: Cllr Keward summarised why the Amenities Committee were discussing the possible reintroduction of the Family Pass and how it should not have an impact on the Charvil Community Tennis Club (CCTC). Cllr Gillett stated that CCTC would still be at liberty to offer an Associate Membership as part of their packages. Cllr Mundy recapped why the CPC made the decision to take over the management of the whole EPF Facilities - which were to keep the facilities open and accessible to the residents but at the same time make them cost neutral. Significant work and investment has been put into the facilities and so far at zero cost to the community. Cllr Sutlieff suggested that a CPC Family Pass would potentially encourage young families to take an interest in the sport and then progress to joining the CCTC. Suzanne Emerson-Dam asked if the Family Pass were to be reintroduced would the members be issued with a pass so that any CCTC members would be able to identify them, Cllr Keward said this could be a consideration. The Assistant Clerk advised that if the rules were the same as the original ones that any member of the Family Pass would ordinarily book the course prior to play, meaning it would show on the online diary system as booked so that it would be obvious to CCTC members someone is on the courts. A unanimous decision was reached that the recommendation to full Council would be to reintroduce the CPC Family Tennis Pass.
- 413/19 Consider the need and decide whether an intruder alarm is required at the Pavilion: The Assistant Clerk reported the reason for raising was at the Village Hall the intruder alarm also provides a log of people entering the building at specific times and dates, there is no such audit trail at the Pavilion. There is already an alarm in the building but it was disabled by Wokingham BC as it used to activate regularly and caused a nuisance to local residents. It was suggested that the Assistant Clerk approach the contractor used at the Village Hall and ask them to review the current system and advise whether the current alarm is working and fit for purpose, if not, get an idea of an alternative along with costs.
- 414/19 To discuss and think about any expenditure that needs to be considered in the budget discussions in November 2019: The Assistant Clerk asked if it would be possible to consider some expenditure at the Pavilion - changing the lighting at the Pavilion to something brighter and more cost effective, redecoration of the interior and the repair of the back panelling of the building. The Committee agreed these should be added to the list for consideration. It was suggested that all ideas be circulated via email to the Committee three weeks prior to the meeting so that members can swap thoughts and be prepared prior to the budget discussion at the next AC meeting.

The Meeting closed at 8:55pm

Signed:

Date:

**The next meeting is Monday 4<sup>th</sup> November 2019**

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