

## Minutes of the Meeting of the Amenities Committee held on 10<sup>th</sup> October 2022

**Present** Pat Sutlieff (Chair), Matt Clarke, David Oppong and Neil Durrant (Caretaker)

**Apologies**

**Absent** Jane Hartley

**22/624 OPEN FORUM** - There were no residents present.

**22/625 To approve the Minutes of Amenities Meeting held on Monday 11<sup>th</sup> July 2022 at the Charvil Village Hall** – The minutes were approved by the committee and signed by Cllr. Sutlieff.

**22/626 DECLARATIONS OF INTEREST AND ANY WRITTEN REQUESTS FOR PECUNIARY INTERESTS IN ITEMS ON THE AGENDA TO BE CONSIDERED BY THE ASSISTANT CLERK** – None.

**22/627 Review the Usage Reports for the Facilities.**  
The reports are following the historical trends and improving well. Assistant Clerk reported a new group starting at the pavilion but also that a change to the start of the nursery trial from January to September has meant the loss of one group who had already found an alternative venue.

**22/628 Consider Park Inspection Weekly Reports**  
These have been received, the Assistant Clerk advised that the bench by the Pavilion had been burnt (possibly caused by a disposable bbq?) on the table top but that all planks had been flipped over by the village warden to hide the mark as the replacement planks being bespoke were quite costly.

### Other items for consideration

**22/629 Review gate closure arrangements at East Park Farm and the Village Hall.**  
The reasons for putting the gates in place for both areas was discussed (anti-social behaviour, security etc.) and the committee agreed that it was best practice to keep the closure arrangements in place. It was also decided that during half term and to coincide with the clocks going back that the closure time change to winter hours – operation from 7am until 6pm. Assistant Clerk to publicise on Facebook and the Website plus inform the school.

**22/630 To give retrospective approval for the replacement fire door bar lock at the village hall.**  
The Committee gave approval. *Assistant Clerk's Note: the item is on order and scheduled to be fitted Friday 14<sup>th</sup> October 2022.*

**22/631 To give retrospective approval for the six replacement roof tiles at Village Hall.**  
The committee gave approval. *Assistant Clerk's Note: tiles are on order*

- 22/632 To consider the quotation for the replacement sign for the pavilion.**  
The committee heard this was the second time the sign had to be replaced and this time it would be riveted to the channels to make it harder to break. Quotation approved and Assistant Clerk to order.
- 22/633 To hear a report from the Assistant Clerk regarding the recent ground clearance at East Park Farm.**  
The Assistant Clerk advised that the boundary areas either side and behind the pavilion had been cleared as instructed. There was more debris to clear than originally quoted for as there was a significant increase in green waste left on public land. In addition it has been noted that several houses are siting various bins on the land which need to be moved. It was noted that back in Spring a letter was to be delivered to all houses that have a boundary with the field informing residents of boundary expectations but this was delayed when Wokingham Borough Council put TPO's (tree preservation orders) on all trees and hedging bordering the field. The Committee would like the letter updated and to also include the costs that have been incurred up to now relating to clearing the area.
- 22/634 To hear a report from the Assistant Clerk regarding the recent fly tipping and land issues at St. Patrick's Recreational Field.**  
The Assistant Clerk advised that it had been reported that old fence panels had been left in the field and that several areas on the boundary of properties appear to have green waste dumped alongside. The Committee reviewed a quotation to have the areas cleared and approved the cost. It was proposed by the Committee that a letter be drafted (similar to that for East Park Farm) detailing the issues and delivered to all houses with a border to the field.
- 22/635 To consider locating a food donation box at the Village Hall for Woodley Food Bank.**  
The Committee agreed to trial a box in the foyer when the hall is open. To be advertised accordingly in various forms – noticeboards, Facebook etc.
- 22/636 To give retrospective approval for two replacement windows at the Village Hall.**  
The Committee gave approval. *Assistant Clerk's note: Laminate windows on order, costs excluding VAT are covered under the hall's insurance policy.*
- 22/637 To review the repairs required at the Pavilion.**  
The Assistant Clerk gave a brief overview of the various issues at the Pavilion. Exact repairs needed will be dependent on the outcome of discussions regarding the future/next steps of the Pavilion project – rebuild/repair. Point was raised primarily to serve as a reminder for budget purposes in November.
- 22/638 To consider the purchase of a trolley to assist with moving tables at the pavilion.**  
Why a trolley is needed was explained by the caretaker and examples of devices were presented to the Committee. Approval to purchase one was given and the caretaker was consulted as to which he believed to be the most effective, he thought the door skate trolley would be suitable. Assistant Clerk to order.

The meeting closed at 8.36pm