

Minutes approved on:	
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Minutes of a meeting of the Recreation and Amenities Committee held on Thursday 25 March 2021, by Zoom videoconference, commencing 19:30 hrs.

Present: Cllrs. N Boyer, I Clarke (Chair), E Brown, P Emmment, P Jahromi, L James, D Lias, I Montgomery, and P Alexander.

Attending: Mike Balbini (Clerk), Jo Skidmore (Committee Clerk), Kouy Young (Deputy Clerk),

21/RA/19 Public Questions

There were no public questions.

21/RA/20 Apologies and declarations of members' interests

20.1 There were no apologies received.

20.2 There were no declarations of members' interest.

21/RA/21 21.1 Minutes of the Previous Meeting

The minutes of the committee meeting of 25 February 2021 were approved as a correct record and signed by Cllr Clarke subject to two amendments to the attendance list.

Proposed: Cllr James Seconded: Cllr Emmment Unanimously Approved

21.2 Actions

47.5 Cllr Clarke to investigate planting bulbs on the bus lane verges between Spencers Wood and Shinfield

Cllr. Clarke confirmed that he had spoken to Nigel Frankland. UoR, who had advised not to plant bulbs in the verges until the land had been handed over by the Developers to WBC.

48.4 Cllr Brown to follow up with UoR on sign to be located at viewpoint on footpath 16.

Cllr. Brown confirmed that this was ongoing. It was agreed that this item would be transferred to the Planning and Highways Committee.

51.2 Working party to consider play facilities at Spencers Wood rec for recommendation to Council.

See item 22.1.

8.5 Clerk to provide list of AED locations within the parish to committee with a view to adoption.

See item 27.1

13.2 Clerk to contact Beverley Thomson and Andy Glencross, WBC to discuss the issues outlined

in the letter from the solicitor in respect of the land swap.

The Clerk confirmed that he had contacted both and the issue of the Football Foundation grant was resolved. The land swap was ongoing but this action was noted as complete.

13.3.2 Clerk to follow up with Charity Commission on response to handing over of lease to SPC.

This item was noted as complete.

13.3.3 Cllr Clarke to ask Nigel Frankland, UoR, to expedite the millworth lane lease from the UoR solicitors.

The Clerk confirmed that SPC's solicitor had received the lease but that a further small amendment was required.

14.3 Clerk to contact WBC regarding a safety survey on tress located on SPC land.

The Clerk confirmed that this item was ongoing.

14.4 Volunteer evening to be organised for October 2021 to say thank you for efforts made during the pandemic.

The Clerk undertook to organise an event later in the year.

17.2 Meeting to be held to discuss pavilion hire rates with proposal to be submitted to F&GP

This item was noted as completed and it was confirmed that the rates had been approved.

17.3 Cllr. Clarke and SWP WP to provide Clerk with a list of equipment to purchase to enable hiring out of the pavilion.

It was noted that crockery from the old Parish Hall kitchen would be used in Spencers Wood Pavilion. It was confirmed that it was almost new but that there was not enough of it to use it in the new community centre.

18.1 Request to be added to SPC Facebook page for photos of Acorn cottages in Shinfield from 1935.

The Deputy Clerk confirmed that no information had been forthcoming to date, but that further effort would be made to obtain photographs of Acorn cottages.

18.2 Clerk to write to NAG to ask them to complete grant form in respect of funding for their website.

See item 24.3.

18.3 Clerk to obtain insurance details from funfair looking to hire Spencers Wood Recreation Ground

See item 27.2

21/RA/22 Parish Wide Update

22.1 Spencers Wood Recreation Ground Working Party Update

Cllr Clarke confirmed that the Spencers Wood Recreation Ground working party had received one quote for a MUGA and one quote for a skate park and that more information would be provided to the committee once further quotes had been received.

22.2 'Adopt a Street' Logo

The Clerk shared with members a logo designed by Nick Klynsmith, Kreatif Design Ltd in respect of the 'Adopt the Street' initiative. It was confirmed that 62 people in Shinfield have volunteered for the initiative so far which involved community litter picking.

It was **PROPOSED** that the logo be approved and printed on to the high visibility tabards issued to volunteers.

Proposed: Cllr. Clarke

Seconded: Cllr Jahromi

Unanimously Agreed

22.3 Millworth Lane

Cllr. Clarke reiterated that no action would be taken until the lease had been signed.

21/RA/23 Community Service Update

14.1 Cllr Brown noted that with lockdown coming to an end he was carrying out an exercise to understand how many local community groups would continue post pandemic and highlighted the following:

- Spencers Wood Village Hall were preparing to open in May
- The Car Service would be resuming from 5 July operating from the Spencers Wood pavilion 5 days a week.
- The Welcome Lunch club would not resume until the new community centre opened later in the year.
- Spring gardens lunch club: Discussions on whether to advertise the club continued with the manager. Members noted the importance of the provision of the club in addressing social isolation. Cllr. Brown undertook to discuss with the manager the possibility of the Car Service providing transport for residents to the club and the possibility of applying for a grant.

14.2 Cataloguing of Trees

14.2.1 Cllr. Brown noted the work he had completed in respect of cataloguing trees in the parish. It was confirmed that whilst there were around 1300 veteran trees in total the initiative would only look to label trees of special interest noting the type of tree and point of interest. These trees would also be detailed on a location map. It was anticipated that each tree plaque would cost in the region of £6 and would be in place by early summer.

The expense of labeling the trees was approved

Proposed: Cllr. Clarke

Seconded: Cllr Jahromi

Unanimously Agreed

14.2.2 Potential enforcement issue, Cllr Lias was concerned about trees being cut down at a property in Brookers Hill and Cllr Montgomery reported a tree heavily covered with ivy at Millworth Lane allotments, which was looking dangerous.

21/RA/24 Grant Applications

24.1 The Link Visitors Scheme

A grant for £200 towards a "reablement programme" designed to address some of the harmful effects that the pandemic had on the most vulnerable, older residents was **APPROVED**.

Proposed: Cllr. Emmet

Seconded: Cllr. Montgomery

Unanimously Agreed

24.2 Grazeley Village Memorial Hall

The Clerk noted a request from the Chairman of the Grazeley village hall for a further grant for window maintenance in the region of £6k. It was noted that in the agreement for a previous substantial grant provided 18 months ago the terms had stated that further funding would not be available for a period of five years.

It was **PROPOSED** that the Clerk respond reminding them of the condition but stating that SPC would consider a loan.

Proposer: Cllr. James

Seconded: Cllr Jahromi

Unanimously Agreed.

24.3 Neighbourhood Action Group

It was **PROPOSED** that the Clerk respond to the funding request from the Neighbourhood Action Group confirming that SPC was not able to provide a grant due to the way the group was constituted

Proposed: Cllr. Jahromi

Seconded: Cllr. Brown

Unanimously Agreed

21/RA/25 Website Development

The Clerk confirmed that the new website had received positive feedback from Council members and would be going live 30th April 2021.

21/RA/26 Review of Grounds Care Provision for the Next Three Years

26.1 Cllr. Clarke gave an overview of the grounds for which it was anticipated SPC would become responsible in the next few years highlighting the following:

- Millworth Lane was likely to come under SPC by the end of March and significant work was required to improve its condition. Remedial works to the grass would be three quarters funded by a grant from the Football Foundation and SPC would fund the other quarter. Need to have a conversation with Raymond Barclay to say how far it had progressed.
- The Manor site was due for completion next year. This would include a cricket pitch, two under 9's football pitches and a pavilion.
- High Copse was due for completion by the end of 2023 and would consist of a cricket pitch, six football pitches and a substantial pavilion.
- Green space at Deer Leap Park would be given to SPC with the possible inclusion of a playground.

26.2 By end of 2023 under current plans the parish would have 3 cricket pitches and over 10 football pitches. Cllr. Clarke asked members to consider alternatives to football pitches to vary the facilities available.

26.3 The Clerk noted that he had been discussing the possibility of outsourcing contractors with his counterparts at Woodley and Early to avoid the need to invest in its own equipment and expertise.

26.4 The Deputy Clerk noted the lack of family space in the area. It was noted that picnic tables and benches would be placed in the parish to help address this once the pandemic was over.

21/RA/27 **Correspondence**

27.1 Adoption of the AED on School Green

The Deputy Clerk confirmed that there was no official adoption scheme for AED's in the parish. It was requested that the Deputy Clerk obtain further information from the supplier obtaining costs for maintaining the AED's in the parish and agreeing the most appropriate way of funding it.

27.2 Children's Funfair Spencers Wood Pavilion

The Clerk noted the request to hold a children's funfair on the Spencers Wood recreation ground from 13 to 16 May.

It was **PROPOSED** that the fair be given consent to take place after the June 30 when it was anticipated that restrictions on movement as a result of the pandemic would be lifted.

Proposed: Cllr Montgomery

Seconded: Cllr Jahromi

Unanimously Agreed

21/RA/27 **27.3 Spencers Wood Pavilion Hire**

27.3.1 The Clerk noted that several people had expressed an interest in hiring the Spencers Wood pavilion and suggested that a virtual open day showcasing the facilities was held with bookings being accepted after that date. This would be advertised via social media and newsletters. It was **AGREED** that this should be held at the end of April.

27.3.2 The Clerk confirmed that larger notice boards would be installed in the parish shortly.

27.3.3 The Clerk noted that it was not yet known whether information about community groups previously contained in the Loddon Reach could be published on the SPC website but that he was looking into it.

21/RA/28 ***Date of next meeting: 29 April 2021**

The meeting closed at 21:32

Action items:

Minute Ref	Details	Action by
48.4	Cllr Brown to follow up with UoR on sign to be located at viewpoint on footpath 16.	Cllr Brown
51.2	Working party to consider play facilities at Spencers Wood rec for recommendation to Council.	Cllrs Boyer, Alexander and Clarke
14.3	Clerk to contact WBC regarding a safety survey on tress located on SPC land	Clerk
14.4	Volunteer evening to be organised for October 2021 to say thank you for efforts made during the pandemic	Clerk
14.1	Cllr Brown to discuss the possibility of the Car Service providing transport for residents to the Spring Gardens Club and applying for a grant with the manager of the club.	Cllr. Brown
14.2.2	Clerk to speak to WBC regarding a property in the parish where enforcement issues were continuing and trees were being cut down as reported by Cllr Lias and to look at a tree heavily covered with ivy as reported by Cllr Montgomery.	Clerk

27.1	Deputy Clerk to obtain further information from the supplier of AED's obtaining costs for maintaining them in the parish and agreeing the most appropriate way of funding it.	Deputy Clerk
28	Clerk to arrange virtual open day showcasing the facilities at Spencers Wood pavilion.	Clerk

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