

Minutes approved on:	
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DRAFT

Minutes of a meeting of the Recreation and Amenities Committee held on Thursday 29 April 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 (up to item 33), and I Montgomery
Attending: Mike Balbini (Clerk), Jo Skidmore (Committee Clerk), Kouy Young (Deputy Clerk),

21/RA/29 Public Questions

There were no public questions.

21/RA/30 Apologies and declarations of members' interests

30.1 Apologies were received from Cllr. Narayanan

30.2 There were no declarations of members' interest.

21/RA/31 31.1 Minutes of the Previous Meeting

The minutes of the committee meeting of 25 April 2021 were approved as a correct record.

Proposed: Cllr James Seconded: Cllr Emmment Unanimously Approved

31.2 Actions

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

Cllr Brown confirmed that he had met with Nigel Frankland, University of Reading, that day. A 'You Are Here' board would be located at approximately the highest point on footpath 16 detailing features on the horizon. No installation date had been set to date.

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

See item 32.1

14.1 Cllr Brown to discuss the possibility of the Car Service providing transport for residents to the Spring Gardens Lunch Club and applying for a grant with the manager of the club

See item 33.2

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

The Clerk confirmed that this item was ongoing.

14.2.2 Clerk to speak to WBC regarding a property in the parish where enforcement issues were continuing, and trees were being cut down.

It was noted that the issue was being dealt with by the Planning and Highways committee. Cllr Montgomery confirmed that he had photographed a tree laden with ivy without leaves. He confirmed that the tree was not located on Parish land. The Clerk undertook to consult professionals on whether the ivy was a risk to the health of the tree.

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

The Clerk confirmed that this item was ongoing.

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.

The Deputy Clerk confirmed that this item was ongoing.

28 Clerk to arrange virtual open day showcasing the facilities at Spencers Wood pavilion.

See item 32.2

21/RA/32 **Parish Wide Update**

32.1 Spencers Wood Recreation Ground Working Party Update

32.1.1 Cllr Clarke confirmed that the Spencers Wood Recreation Ground working party was continuing with plans for the development of Spencers Wood recreation ground.

32.2.1 The Deputy Clerk noted that steps were being taken to ensure that changes at the recreation ground were in the best interests of the residents and outlined plans to launch a survey for residents in June across digital channels to get data on preferred facilities and seeking volunteers to be part of the working group. It was intended that a leaflet drop would be made in parallel to ensure that all residents were given the opportunity to respond and/or volunteer.

32.2.2 Members raised concerns that the planned consultation with residents was not scheduled earlier and queried the extent of the leaflet drop. The Deputy Clerk noted that the launch of the new website was imminent and that activity around this was a priority.

32.2.3 It was **PROPOSED** that a leaflet drop would be made as soon as possible to all parish residents at an approximate cost of £650.

Proposed: Cllr Montgomery Seconded: Cllr Jahromi Approved by Majority

32.2 Spencers Wood Virtual Open Evening Update

32.2.1 Cllr. Clarke noted that the open evening had taken place the previous evening with low numbers in attendance. A challenge had been made to room hire rates which raised concerns from members.

32.2.2 The Clerk offered assurance that several booking enquiries had been received to date and reminded members that it had been previously agreed that grants would be available for groups unable to meet hire costs. Substantial research had been undertaken in benchmarking hire rates across the area. It was **AGREED** that whilst room hire was a commercial activity it needed to remain accessible. It was noted that the virtual tour would be placed on the website.

32.3 Bulb Planting

32.3.1 Cllr. Clarke noted the various sites under consideration for bulb planting as follows in October or November 2021.

32.3.2 It was **PROPOSED** that a budget of £6800 be allocated to planting bulbs from the Pride of Parish budget.

Proposed: Cllr Montgomery Seconded: Cllr Jahromi Unanimously Agreed

32.3 Installation of CCTV

32.3.1 Cllr. Lias reminded members that agreement was required on which sites in the parish would have CCTV installed. It was noted that a power source would be required for CCTV to function.

32.3.2 It was **PROPOSED** that the Clerk draft a policy on SPC's approach to CCTV noting that technical issues may prohibit installation in some locations.

Proposed: Cllr Boyer Seconded: Cllr Montgomery Unanimously Agreed

32.4 Installation of new dog waste bins around the parish

32.4.1 Cllr. Brown noted the increase of abandoned dog waste in the area and members noted the map circulated prior to the meeting identifying potential locations for dog waste bins to be installed.

32.4.2 It was noted that the SANGS were owned by a combination of University of Reading and WBC and **AGREED** that the Clerk would contact them in the first instance to see if they might install bins at Alder Grove and Pavilion Road.

32.5 Installation of new bollards around the parish

It was **PROPOSED** that the cost of recycled plastic bollards be investigated with a view to installation at the Three Mile Cross junction and School Green to replace missing ones and ones in a poor condition.

Proposed: Cllr Boyer Seconded: Cllr Lias Unanimously Agreed

32.6 Investment plans for the Millworth Lane Recreation Ground

Cllr. Clarke noted that the lease had not yet been signed and therefore this item was deferred until the next meeting.

21/RA/33 Community Service Update

33.1 Cllr. Brown gave an update on activity in the parish highlighting the following:

- A meeting would be taking place shortly with the new Community Development officer in North Shinfield to discuss activity.
- St Michaels church would be discussing the recommencement of activities in the parish shortly.
- St Mary's church would be opening a community café opening five days a week from 18 May to September.

33.2 It was **AGREED** that the £500 allocated to the Shinfield Voluntary Car Club could be used to get residents to lunch clubs at more than one site.

33.3 The Clerk confirmed that the Frensham Green Youth Club would recommence from mid-May. Attendance numbers averaged at six to eight and would be easy to run on a Covid safe basis.

33.4 The Clerk confirmed that a meeting of the Spencers Wood Youth Club Management Committee is planned for the 11th May where the planned re-opening of the SWYC would begin from the 23rd June 2021.

21/RA/34 **Grant Applications**

34.1 **Spencers Wood Village Hall**

A grant for £3000 to the Village Hall for the purposes of making it Covid Safe was **APPROVED**

Proposed: Cllr. Boyer Seconded Cllr. Montgomery Unanimously Agreed

21/RA/35 **Website Development**

The Clerk confirmed that the new website would be going live during the coming week.

21/RA/36 **Correspondence**

36.1 **Resident's letter regarding fence height**

36.1.1 A resident had contacted SPC regarding fencing which she felt was too low leading to issues with privacy.

36.1.2 It was **PROPOSED** that the Clerk contact the resident to confirm that the fence was the responsibility of the University of Reading.

Proposed: Cllr. Jahromi Seconded Cllr. Brown Unanimously Agreed

21/RA/37 **Late Entries**

37.1 **Spencers Wood Recreation Ground funfair**

It was **PROPOSED** that permission was granted for a fair to attend the Spencers Wood recreation ground to be set up on 13 May in line with Covid Regulations.

Proposed: Cllr. Emmet Seconded Cllr. Montgomery Unanimously Agreed

37.2 **Request for room hire**

It was **PROPOSED** that a request for weekly room hire in new community centre on a Sunday was accepted.

Proposed: Cllr. Emmet Seconded Cllr. Montgomery Unanimously Agreed

37.3 **Time Capsule in Community Centre**

It was **PROPOSED** that permission be given to put a time capsule in the grounds of the new Community Centre.

Proposed: Cllr. Emmet

Seconded Cllr. Montgomery

Unanimously Agreed

37.4 Recreation Lane Hedge

37.4.1 A resident had written asking for hedges next to her property be allowed to grow higher due to issues with noise from the recreation ground and requested that lights at Spencers Wood Pavilion be turned off at 10pm rather than 10:45pm.

37.4.2 It was **AGREED** that the Clerk would write to the resident to confirm that the hedge height would not be altered as it was deemed to provide sufficient protection but that lights would be turned off at 10:15pm rather than 10:45pm. This would accommodate hall hire until 10pm.

21/RA/38 **Date of next meeting:** 27 May 2021

The meeting closed at 21:40

Action items:

Minute Ref	Details	Action by
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
14.2.2	Clerk to consult professionals on whether the ivy was a risk to the health of the tree.	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
32.2.3	Deputy Clerk to arrange leaflet drop to residents of the parish seeking views on facilities at Spencers Wood recreation ground.	Deputy Clerk
32.3.2	Clerk to draft a policy on SPC's approach to CCTV	Clerk
32.5	Clerk to investigate cost of installing recycled bollards at Three Mile Cross and School Green	Clerk
36.1.2	Clerk to contact resident to confirm that fence was the responsibility of UoR	Clerk
37.4	Clerk to write to resident confirming that no action would be taken on hedge height but that lights at the pavilion would be turned off at 10:15 instead of 10:45.	Clerk