



Clerk: Mrs. J Barnes, Shinfield Parish Council, Shinfield Parish Hall, School Green,
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MINUTES OF A RECREATION & AMENITIES COMMITTEE MEETING HELD ON
25 FEBRUARY 2010 AT SHINFIELD PARISH HALL MEETING ROOM COMMENCING
12.00 NOON.

PRESENT: Cllrs I N Clarke, P Hughes, S Madigan, R Ponsford P Ratcliffe.
ATTENDING: J Barnes (Clerk).

09/RA/21 PUBLIC QUESTIONS – There were none.

09/RA/22 APOLOGIES AND DECLARATIONS OF MEMBERS' INTERESTS

- 22.1 Apologies were received and accepted from Cllr Peer.
- 22.2 There were no declarations of members' interests.

09/RA/23 MINUTES

The minutes of the meeting of 2 December 2009 were approved as a correct record.

09/RA/24 PROJECT WORK AND BUDGET REVIEW

- 24.1 An expenditure report at 31 January 2010 was received and noted.
- 24.2 Quotations were reviewed on the following:
 - 24.2.1 Parish hall lighting – third quote awaited, decision delegated to Clerk.
 - 24.2.2 Allotment fencing work – quote from Wessex trees accepted.
 - 24.2.3 Alarm response – quote from Earley accepted.

09/RA/25 REPORTS

- 25.1 The Clerk confirmed that Spencers Wood Recreation Ground is to be included in WBC's Playbuilder scheme for 2010/11 funding and that preparatory work should be commenced early in 2010.
- 25.2 The Clerk tabled a list of staff and their duties. A review of litter picking services was undertaken. Consideration was given to re-deployment in an area identified as no longer requiring service but appropriate alternative specific needs were not identified. It was RESOLVED that the post at Ryeish Pavilion be withdrawn and a member of staff made redundant.
- 25.3 A review of recreation staff pay was undertaken and it was RESOLVED that the following rates of pay be implemented in April 2010 for caretaking and cleaning staff:

Caretaker, Shinfield Parish hall	£7.25 per hr
Cleaner, Spencers Wood Pavilion	£6.50 per hr
Cleaner, Ryeish Pavilion	£6.50 per hr

It was noted that litter-picking staff routinely are subject to a national minimum wage reviews in October each year.

25.4 Reports from user groups were received as follows:

25.4.1 Chapel Lane Playgroup

A request for use of room 1 on a casual basis, during playgroup sessions was received and consideration given

to appropriate charging. It was RESOLVED that a charge of £5 per week be levied.

25.4.2 Spencers Wood Youth FC

Thanks were conveyed to the committee for the installation of floodlights at Ryeish Pitches. It had been requested that the angle of lighting be adjusted slightly.

25.4.3 Spencers Wood History Group

The Clerk had received a request for the use of additional storage space for history papers and material at Spencers Wood Pavilion. The committee declined to grant consent, suggesting that long-term storage be initiated at the Berkshire Records office.

09/RA/26

NOTICEBOARD PROVISION

- 26.1 It was proposed and RESOLVED that subject to available funding, an aluminium style Noticeboard be purchased for Shinfield Rise estate.
- 26.2 The Clerk reported on a request from Shinfield Volunteer Group for the council to adopt ownership of new footpath noticeboards being provided by the Parish Action Plan through the Volunteer Group, subject to a successful funding bid. It was proposed and RESOLVED that footpath noticeboards be adopted by the council.

09/RA/27

REVIEW OF AMENITY HIRE CHARGES

- 27.1 It was proposed and RESOLVED that the following hire charges, effective 1 April 2010, be implemented and that the Parish Hall party rate be withdrawn:

2010 hire charges	Weekdays /hr	Weekends /hr*
Parish Hall – local parish rate	£12	£16
Parish Hall – non-local rate	£24	£26
Parish Hall - Business rate	£15	£25
Parish Hall – meeting room	N/a	N/a
Cash deposit – casual hire	£200	£200

**weekend rate commences at 6 pm on Fridays through to Sundays*

2010 hire charges	
Spencers Wood Pavilion – Room 1 only	£6
Spencers Wood Pavilion – Rooms 2 & 3 only	£6
Spencers Wood Pavilion – Children’s Party Rate	£7 (min. hire 3hrs)
Spencers Wood Pavilion – Playgroup session Rate	£14.50
Playgroup use of Room 1 (office use)	plus £5.00 / week

Playgroup furniture use requires playgroup consent and a separate charge may be levied.

2010 hire charges	Local	Non-local *
Ryeish Pitches and Pavilion – Junior game	£9	£13.50
Ryeish Pitches and Pavilion – Senior game	£16	£24.00
Ryeish Pitches and Pavilion – Floodlit training sessions	£10	£15.00
Ryeish Pitches and Pavilion - Annual Fun Day event	£35	£50.00

** Includes pavilion use – extra charges may be levied for caretaker services*

Deposit levy £50

- 27.2 It was proposed and RESOLVED that allotment hire charges be implemented, with effect from 1 October 2010, as follows:

	Half Plot	Full Plot
Concessionary rate - parish residents	£5	£10
Regular rate – parish residents	£13	£26
Non resident rate – existing tenants	£15	£30
Non resident rate – new tenants	£20	£40

The Clerk was asked to record the committee’s plan to review charges annually to ensure fees reach an appropriate level to reflect costs and improvement measures.

09/RA/28

RYEISH GREEN LEISURE CENTRE

28.1 The committee considered a request from council to form a working group but deferred action until after a site visit to include selected borough councillors had been undertaken. It was agreed that a working group action plan be formed at the next meeting.

09/RA/29

CORRESPONDENCE

It was noted that quotation for CCTV works had been received and would be circulated.

09/RA/30

DATE OF NEXT MEETING

31 March 2010 at 11.00 hrs.

ACTIONS

<i>Action</i>	<i>To be taken by</i>
Parish hall lighting project – accept quotation on best value basis	Clerk
Parish hall alarm response – accept quotation from Earley ..	Clerk
Playbuidir project – next agenda	Clerk
Implement new amenity charges (update website)	Clerk
History Group request	Clerk
New Noticeboard	Clerk
Ryeish Green Lesiure Centre (Working Group) Next agenda	Clerk