

NOTICE OF MEETING

Amenities Committee

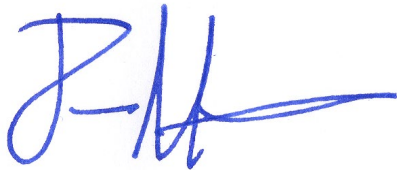
7.45pm on Tuesday 3 March 2019 at the Warfield Parish Council Office

To Councillors

Dr Barnard, Mrs Collings, Ms Dulieu, Mrs Gill, Ms K Jones and Ms Thorin

You are summoned to attend the meeting of Amenities Committee on Tuesday 3 March 2020 at 7.45pm

Any apologies for absence should be communicated to the Clerk ahead of the meeting.



Jason Mawer

Clerk to the Council

The seven principles of public life

Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership

AGENDA

Meeting of Amenities Committee

7.45pm on Tuesday 3 March 2020 at the Warfield Parish Council Office

Sound recording, photography, filming and use of social media at meetings that are held in public are permitted. Those wishing to record proceedings are however advised to contact the Parish Clerk for further information before the start of the meeting.

No.	Item	Page
001.	Apologies for absence	
002.	Declarations of interest Members are asked to declare any disclosable interest or affected interest in respect of any matter to be considered at this meeting.	
003.	Minutes of the previous meeting To approve the minutes of the committee meeting of Tuesday 21 January 2020 and for the minutes to be signed by the presiding chairman	3
004.	Matters arising from the previous meeting	
005.	User update To receive an update on the usage of the Brownlow Hall, Whitegrove Community Centre and the Quelm Allotments.	
006.	Maintenance, caretaking and ongoing projects report To receive a report on the maintenance and upkeep of the councils amenities.	
007.	Allotment update To provide an update on the Quelm Allotments	
008.	Climate Change Action Plan To set up the Climate Change Action Plan Working Group	
009.	Events To discuss the Take & Grow event and the Sunflower Competition	
010.	Date of the next meeting The date of the next meeting will be Tuesday 5 May 2020	6
011.	Exclusion of the Public and the Press	7
012.	Brownlow Hall rent review	
013.	Closure of the meeting	

**AMENITIES COMMITTEE
MINUTES OF THE MEETING**

held on **Tuesday 21 January 2020** at **7.45pm** in the **Warfield Parish Council Office**

Members present: Cllrs Dr Barnard, Mrs Collings, Ms Dulieu and Ms K Jones

Other attendees: Parish Clerk

001. Apologies for absence

Apologies for absence were received from Cllr Mrs Gill and Ms Thorin.

002. Declarations of Interest

Cllr Dr Barnard declared an interest as the ward councillor for Warfield Harvest Ride on Bracknell Forest Council.

Cllr Mrs Collings declared an interest as a member of the Warfield Environment Group.

003. Minutes of the previous meeting

The minutes of the meeting of 11 December 2019 were circulated to members ahead of the meeting. Cllr Ms Dulieu proposed the minutes and this was seconded by Cllr Ms K Jones. The minutes were APPROVED by members present.

004. Matters arising from the previous meeting

The Clerk advised members that the steps at the Brownlow Hall had been checked and options were being explored to rectify the difference in the tread in the Spring.

005. User Update

The Clerk circulated a paper to members ahead of the meeting providing a user update. The Clerk explained to members that casual hirings were down for a number of reasons, mainly relating to council being unable to meet hirer expectations in terms of the size of accommodation and the lack of extras such as bar facilities.

Cllr Dr Barnard thanked the caretaker for his support during the recent public meeting at Whitegrove Community Centre.

Members noted the report.

006. Maintenance & Caretaking report

The Clerk circulated a paper to members on the maintenance and caretaking of the councils amenities.

Members noted the maintenance and caretaking report.

007. Allotment update and storage

A paper was circulated to members ahead of the meeting containing details of the storage unit that allotment plotters would like to see installed. The Clerk thanked Rita and Chris Pounce for their work pulling this together.

Members discussed the package proposed and decided that did not want to install velux windows to the building from a security perspective, but asked the Clerk to see if an

alternative was available. Members decided the budget would not stretch to installation of the pergola area or for the installation of lockers at this time, although other options of the lockers would be explored later. Members agreed that solar panel LED lighting would be installed.

Members agreed to proceed with the specified building, base, heavy duty shingle roof and security bars for the windows. The Clerk would proceed on this basis and liaise with the planners to ensure compliance with planning conditions. Members agreed that a budget of no more than £13,984 for the construction.

Members noted that ploholders had requested that a composting toilet not be installed. They asked if the council would consider a mains installation instead. Members decided not to proceed with either option at this time.

Members asked that water harvesting take place from the roof of the storage unit.

008. Rates and Charges 2020/21

The Clerk circulated to members the proposed rates and charges for 2020/21. The Clerk proposed that the rent due for the allotments for 2019/20 not be collected because of delays in completing the site and that it would not be economic to collect.

It was proposed by Cllr Mrs Collings and seconded by Cllr Ms K Jones and AGREED by members present to approve the rates and charges for 2020/21 and to not collect the allotment rent for 2019.

009. Environmental Policy and Climate Change Action Plan

The Clerk circulated to members a revised Environmental Policy and proposals for a Climate Change Action Plan working group.

Members reviewed the policy and made some minor amendments and agreed to recommend the policy to council for adoption.

Members noted the proposal for the Climate Change Action Plan working group. The Clerk advised that full council would need to delegate authority to the committee and it was agreed to request this at the next council meeting.

010. Events

Members discussed the events the council was proposing for 2020 including a litter pick and the Take & Grow event.

Members agreed to participate in the Great British Spring Clean which runs between 20 March and 13 April, on a date to be agreed. The Clerk would promote the litter picking equipment the council had for individuals or groups to use as required.

The Take & Grow event would take place on Sunday 3 May and members would be required to assist at the event.

Cllr Mrs Collings advised members of the Bracknell Forest Biodiversity of gardens launch that would be launched on 5 April. The council would promote the event.

It was agreed not to run the best front garden competition in 2020.

010. Date of the next meeting

The next meeting is Tuesday 3 March 2020.

011. Closure of the meeting

The meeting was closed at 9.48pm

DATE OF THE NEXT MEETING

The next meeting of the council will be on Tuesday 5 May 2020 at 7.45pm

EXCLUSION OF THE PUBLIC AND THE PRESS

A Member shall propose the motion *“That under the Public Bodies (Admission to Meetings) Act 1960 the public and representatives of the press and broadcast media be excluded from the meeting due to the consideration of items of business of a confidential nature.”*