



Mrs Annemarie Edwards  
Clerk of the Council

9<sup>th</sup> August 2016

To: All Members of the Leisure Committee

**Cllrs R Berry  
Mrs A J Michie  
G Paxton  
R Warren**

**Ms E Blyth  
S Mitchell  
S Tarrant**

**Mrs M Gaw  
D Parkin (Chairman)  
Mrs C Tilbury**

Copy to all other Members of the Council for information.

Dear Councillor

I hereby give notice of a Meeting of the **Leisure Committee** of Winkfield Parish Council to be held in Carnation Hall, Chavey Down Road, Winkfield Row on **Tuesday 16<sup>th</sup> August 2016 at 7.30pm** when it is proposed to transact the business specified in the Agenda hereto.

Yours sincerely



Clerk of the Council

## **A G E N D A**

**This meeting will be conducted strictly in accordance with Standing Orders as adopted by Council in February 2015. In particular, all Councillors are reminded to acquaint themselves with paragraphs 11 (Rules of Debate) and 14 (Respect for the Chair).**

*In order to avoid interruptions to the business of the Council, Councillors, officers and members of the public are required to ensure that mobile phones are switched off before the commencement of the meeting.*

Prior to the commencement of the meeting a time not exceeding 10 minutes is available to the public to address the Members of the Council on any matter relevant and within the Council's responsibility or which affects its area.

Members should note that in the event of the fire alarm going off, they should make their way quickly to the fire exits, either via the lounge door or through the kitchen and out through the door to the grounds and make their way to the fire assembly point (the part of the car park near the pedestrian access to Chavey Down Road/Mushroom Castle Lane).

### **Winkfield Parish Council**

Council Offices Fernbank Road Ascot Berkshire SL5 8JW  
tel 01344 885110 fax 01344 885113 info@winkfieldparishcouncil.gov.uk

## 1. APOLOGIES FOR ABSENCE

It would be helpful if Councillors could personally notify the Clerk of the Council by midday of the meeting of any intended absence along with the reason. A record of apologies for absence with the reason will be held in the Parish office.

## 2. DECLARATION OF INTEREST

Members are required to declare any personal or prejudicial interests in relation to any items on the agenda.

## 3. MINUTES OF THE PREVIOUS MEETING

To sign as a correct record the minutes of the meeting held on 21<sup>st</sup> June 2016, ratified at Council on 5<sup>th</sup> July 2016 - attached.

## 4. GROUNDS MAINTENANCE AND FACILITIES REPORT

The Grounds Maintenance/Facilities and Anti-Social Behaviour reports are attached as **Appendix 1**.

***Please advise the office prior to the meeting of any queries relating to the Head of Grounds Maintenance and Facilities Report in order that the relevant information can be brought to the meeting.***

## 5. DEPUTY CLERK'S REPORT

The Deputy Clerk's report is attached as **Appendix 2**.

## 6. PAYBACK

- i. To receive a verbal report from Paul Craven on recent works carried out.
- ii. To receive a verbal report on future planned works.

## 7. FINANCIAL REPORT

1. The comparison of actual expenditure against budget up to 8<sup>th</sup> August 2016 is attached as **Appendix 3**.

***Please advise the office prior to the meeting of any queries on the accounts in order that the relevant information can be brought to the meeting.***

2. An updated position of 2016-17 capital projects is attached as **Appendix 4**.

- i. The proposed design of the WW1 memorial bench is shown in the Grounds Maintenance report (appendix 1). The suggested location is KGV Recreation Ground.

To consider the design and location of the WW1 memorial bench.

- ii. It was agreed in 2015/16 that King George Recreation Ground would be entered as a Green Flag site, however with the proposed play area works, the site will not be ready for submission in 2016.

Cllr Parkin and Paul Craven have suggested that WPC consider entering Allsmoor Field as a Green Flag site this year.

To consider entering Allsmoor Field as a Green Flag site in 2016.

### Winkfield Parish Council

## 8. GLASS RECYCLING

The BFC Recycling Team are keen to install glass recycling centres in Winkfield and Cllr Parkin, the Deputy Clerk and Paul Craven met with Donna Cox of BFC to discuss potential WPC sites for banks to be installed. Donna has advised that either Asher Recreation Ground or Ascot Jubilee Recreation Ground would be suitable as sites – see email attached as **Appendix 5**.

To consider the installation of glass recycling banks at Asher and/or Ascot Jubilee Recreation Grounds.

## 9. UNMANNED AERIAL VEHICLES

Guidance on the use of unmanned aerial vehicles (drones) from Thames Valley Police is attached as **Appendix 6**.

To consider the introduction of a policy on the use of unmanned aerial vehicles on WPC property.

## 10. LOCKS RIDE CAFÉ

Pre-planning advice has now been received from BFC regarding installation of a café facility within the existing garage store. BFC has deemed this as ancillary to the site and therefore permission is not required.

Unfortunately, the delay in receiving a response from BFC has meant that there is not enough time to arrange for this project to move forward in this season.

Due to this time delay, there is now an opportunity to investigate further options to enable the café provision to move forward for 2017. Cllr Parkin to give a verbal report at the meeting.

To consider how to move forward with this project ready for opening in May 2017.

## 11. CORRESPONDENCE

None.

## 12. DATES FOR YOUR DIARY

Summer of Fun Day, Carnation Hall – Wednesday 24<sup>th</sup> August, 11am-3pm  
Annual Footpath Walk – Sunday 9<sup>th</sup> October 2016  
Northern Parishes Arts Week – 23<sup>rd</sup> to 30<sup>th</sup> October 2016

## 13. EXCLUSION OF PRESS AND PUBLIC

To resolve that pursuant to the Public Bodies (Admissions to Meetings) Act 1960, members of the press and public be excluded from the meeting during consideration of the following matters:

Ascot Jubilee Drainage

**'PINK SHEET'  
FOR COUNCILLORS EYES ONLY**

**14. ASCOT JUBILEE DRAINAGE**

The play area at Ascot Jubilee suffers with considerable flooding/waterlogging during the winter months which makes the area unusable. It was proposed to carry out drainage works as a project in 2015/16 but this was never progressed.

Paul Craven is keen to move forward with this project to enable the area to be utilised during the winter months and has obtained 3 quotes for the installation of drainage at Ascot Jubilee Recreation Ground to alleviate the flooding issues – attached as **Appendix 7**. Paul Craven will give a verbal report at the meeting.

If the project was progressed in this financial year, consideration would need to be given to funding for this project from General Reserves.

To consider whether to install drainage at Ascot Jubilee Recreation Ground and if so, to consider the quotations received.