

**Minutes of a meeting of the Parish Lands Committee held at 7.45 pm on Tuesday 16<sup>th</sup> January 2024 at Loddon Hall, RG10 9JA.**

**Present:** Mr M Bray (Chairman), Mrs J Jagger, Mrs L Jarvis, Mrs S Wisdom & Mr T Winchester.

**Clerk:** Mrs L Moffatt.

1. **Public Questions.** No questions.
2. **Apologies.** Mr J Bowley.
3. **Declaration of interest in items on the agenda.** None
4. **Minutes dated 14<sup>th</sup> November 2023.** Minutes approved as a true and accurate record. Proposed Mrs S Wisdom, seconded Mrs J Jagger. Motion carried unanimously.
5. **Matters arising.** None.
6. **Budgets and Precept..**
  - 6.1 To note updated charge sheets 2024/25. Noted.
  - 6.2 To note the updated budget figures 2024/25  
The following amendments were unanimously agreed:  
Heading 411 – maintenance Jubilee corner / bell corner increase to £2,450  
Defer the £5,000 hedgelaying budget for a future year given that the hedge needs time to grow.  
Defer the £3,000 Burial ground lecturn budget for a future year.
  - 6.3 To review the staff salaries given the updated government information on minimum wage. The minimum wage of £11.44 with effect from April 2024 was noted and the staff wages were re-adjusted accordingly and unanimously approved.
  - 6.4 To finalise budgets and precept 2024/25  
[Consider winter verti drain on 3x pitches £1,254, equipment contingency and also playground grass cutting costs]  
Proposed Mrs L Jarvis, seconded Mr T Winchester to approve a Parish Lands budget of £60,600 and precept of £55,055. Motion carried unanimously.  
Note: the budget includes ringfenced funds of £1,170 wildflower board and £4,375 Hurst Road allotment hedge laying.
  - 6.5 Steer from the Finance Committee - the budget heading increases should be justified with a story behind the increase. The committee noted the clerks report detailing the justification of the increases.
7. **To review the Clerks report & Parish Lands report.** (circulated with the agenda).  
The report was noted. In addition, the clerk reported What's App groups for four volunteer groups with new volunteers recently added.  
Flooding from the car park was reported at the Hurst Road allotment site – noted.
8. **To review the Risk Assessment document 2023** – the committee unanimously approved the document.
9. **Allotments.**
  - 9.1 LR allotments – request by an allotment holder - to consider installing a firmer foundation at the London Road entrance to allow delivery of a skip / manure etc – noted.
  - 9.2 LR allotments – request by an allotment holder - a request for the Walnut trees to be thinned to allow more light through – agreed no action.
10. **Millennium Garden, Jubilee Corner, Bell Corner, Burial Ground & War Memorial.**
  - 10.1 To consider the options for additional burials such as columbarium. Measurements and information can be found in the one drive folder.  
[Note: last meeting no actions were agreed]  
The committee agreed to defer this matter until January 2025.
  - 10.2 To consider a request to digitalise / map out St Marys Burial Ground records.  
Agreed no action.
  - 10.3 Resident report of a rat entering her land from Jubilee Corner – request for the Council to put bait out. Noted.

11. **King George V Recreation Ground.**
  - 11.1 Hedge laying of the playground hedge – report on feasibility. Agreed to let the top of the hedge grow in preparation for laying in a future year. Notices should be on display to explain to residents about the project.
  - 11.2 To consider a revised quote for the brick pillars £3,395 plus costs of generator and water on site.  
Proposed Mr T Winchester, seconded Mr M Bray to **RECOMMEND to Full Council** to approve £5,000 for the work plus cost of generator / bowser if required. Motion carried unanimously.
  - 11.3 To consider increased costs for the wildflower board – the committee approved additional costs of £160.
12. **Update from the Skate Park working group.** Mr T Winchester reported on the tender, meetings with interested parties and plans for an open meeting with skate park users.
13. **Stanlake Pavilion.**
  - 13.1 TRCC – fridge and container in outside storage cupboard – email 11.12.23. Noted.
  - 13.2 Legionella update - Legionella testing commenced 11/12/23 with the risk assessment booked for 02.01.24. To note the Legionella report and actions to date. Noted.
14. **Strategic Action Plan 2023-2027** – to update Councillor responsibility. Completed.
15. **UKSPF Funding update:**
  - 15.1 Tables, for use by stallholders, and a table storage trolley £1,050. Noted.
  - 15.2 Outdoor seating £2,500. Noted.
16. **Date of next meeting – 12<sup>th</sup> March 2024.**

Tuesday 16<sup>th</sup> January 2024

<b>Allotments.</b>
Outstanding allotment rent renewals – 0
To facilitate the need for additional allotments – to note the letter sent to the land owner – response awaited
<b>Hurst Rd.</b>
Hurst Road plot availability – 0
Waiting list – 7 existing plot holders wanting an additional plot
CCTV sign & gate signs – erected
Allotment viewings – to note that the Deputy is currently carrying out viewings
To note that one gate padlock has been removed
Old gate post, concrete and gate – to note that these items were not removed after the recent works - email to WBC 03.01.24
<b>London Rd.</b>
London Road plot availability – 0
Waiting list – 6 plus 1 existing plot holder wanting an additional plot
Hedge work and removal of Sycamores – work scheduled for 15th and 16th of February
<b>Bell Corner</b>
<b>Millennium Garden, Jubilee Corner, Burial Ground &amp; War Memorial</b>
Burial ground - Regulation reminder notices put up 30th November 2023
Jubilee Corner – the 2023 Twyford in Bloom silver gilt sign has been erected
Jubilee Corner – incidences of antisocial behaviour and vandalism to the Christmas Tree
<b>Burial Ground</b>
Burials:
<ul style="list-style-type: none"> <li>• Winifred Murial Jones</li> </ul>
Memorials approved
<ul style="list-style-type: none"> <li>•</li> </ul>
<b>King George V Recreation Ground.</b>

Liaise with TRIP to explore ideas to encourage recycling of waste - ongoing
Wildflower Information Board –Rebecca Howard (illustrator) is working on a draft
Labyrinth Information Board – Mrs J Jagger will co-ordinate with the Twyford in Bloom committee to progress this
Playground works are scheduled to start between 5.02.24 and 12.02.24
Playground tree works (to lift the canopy) will be carried out after the playground works
Wokingham Veteran Tree Association – to note the replacement of the wooden marker posts with recycled plastic ones. Tree plaque 40 is missing and the Wokingham Veteran Tree Association are aware and will try to fund a replacement
Tennis Club lease - ongoing
Tennis court clean – awaiting a date of the works
Ball court fence repairs – work in progress
<b>Stanlake Pavilion.</b>
Quote to paint changing racks and work to replace wood on racks – carried forward
<b>Stanlake Meadow.</b>
Working parties Tree volunteers & Friends of Stanlake Copse meeting on 15.10.23, 19.11.23 & 21.01.24. Work has been taking place on clearing the paths, clearing brambles, coppicing, working on the dead hedge, laying bark and forming stag beetle log piles.
Gate stopping plate – work in progress
<b>Climate Change</b>
Last meeting 07.07.22. Meeting scheduled for 13.09.23 - cancelled.

Items to be carried forward:
Review of Park Warden job description
<b>King George V Recreation Ground.</b>
To consider additional lighting
<b>Stanlake Meadow</b>

<b>Bookings approved since the last meeting:</b>			
King George V Recreation Ground			
Gordon Storey Memorial Tournament 2024			29.06.24
Stanlake Pavilion / Meadow			
Wokingham Borough Council - elections			02.05.24

<b>Expenditure approved under Financial Regulation 4 since the last meeting:</b>			
Description	Budget	Amount	Approval
Volker Highways – readjustment of Skate Park lenses	Skate Park	£87.42	Clerk
Replacement foot well mat	Stanlake Pavilion	£88.00	Clerk
Bloom Silver Gilt 2023 sign sticker	Jubilee Corner	£87.53	Clerk
Gates may be closed signs x2	Allotment	£170.63	Clerk
LR allotment hedge / Sycamore removal & planting of whips	Lands Contingency	£788.24	Clerk
Playground trees – lift canopy	Playground	£500	Clerk

**Meeting closed at 21:46**