

## **FINCHAMPSTEAD PARISH COUNCIL**

### **MINUTES OF A MEETING OF THE AMENITIES COMMITTEE HELD AT 7.30 PM ON WEDNESDAY 04 OCTOBER 2023 At the FBC Centre, Gorse Ride North, Finchampstead.**

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**PRESENT:** Cllrs S. McDonald, Chair; S. Bowers, Vice Chair.  
Cllrs E. Allen, B. Eytel, P. Grainger, A. Grimshaw, S. Gurney & G. Veitch.

#### **194/2023 APOLOGIES FOR ABSENCE**

All committee members were present. As recent members of the Council, Cllrs E. Allen, P. Grainger and A. Grimshaw also attended to decide if they wish to join the committee.

#### **195/2023 DECLARATIONS OF INTEREST**

Cllr S Gurney declared an interest in the Barkham Hookers.

#### **196/2023 MINUTES OF THE PREVIOUS MEETING**

The minutes of the meeting held on 14 June 2023 were approved as a true record and were signed by Cllr McDonald.

#### **197/2023 MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

#### **Public Participation Session**

No members of the public were present.

#### **198/2023 INCOME & EXPENDITURE 2023/24**

Details of expenditure to date were discussed. No issues were raised.

#### **199/2023 REMEMBRANCE SERVICE AND PARADE**

The Remembrance Service and Parade will take place on Sunday 12 November at 3pm. Arrangements are in hand and a meeting of representatives from the Church, the Scouts, the Brownies and the Finchampstead Parish Management Committee (FPMC) took place on Tuesday 03 October at the War Memorial.

It was agreed that Cllr McDonald would coordinate the event in future.  
A list of contacts has been drawn up for reference.

Cllr McDonald agreed to ask the Finance Committee to approve the proposed donations for the cost of the bugler, the poppy displays provided by the Barkham Hookers, and the Parish Council wreath provided by the British Legion.

It was noted that there would be no charge for the use of the Memorial Hall for refreshments after the service which are provided by the Church.

Cllr Grimshaw has agreed to provide details of how to unlock the power source at the War Memorial to allow a microphone to be used.

Cllr Eytel has offered to ask local contacts about a uniformed service personnel to lead the Parade, and Cllr McDonald has agreed to contact the garden maintenance company to tidy up the War Memorial before the service. Cllr Gurney has ordered the wreath from the British Legion. Cllr S McDonald will contact the British Legion to finalise arrangements and timings for delivery.

#### **200/2023 D-DAY 80 - 06 JUNE 2024**

Cllr McDonald contacted the Church about lighting the beacon and holding a similar event as they held for the Jubilee and Coronation. The Church are keen to be involved. Cllr McDonald offered to investigate how much the Parish Council donated to the church for these previous events and to check they have the contact details for a piper should they wish to have one play.

#### **201/2023 RECOGNITION AWARD AND THE JONES VC TROPHY**

The Amenities Committee noted that the request by the Finchampstead Society to transfer its funds and the responsibility for the award of the Jones VC Trophy to the PC, was approved in principle at main council and awaits confirmation if and when this takes place.

#### **202/2023 ALLOTMENTS**

Cllr Veitch gave an update and will lead on possible dates for a Parish Council visit to the Finchampstead Site.

Cllr Veitch agreed to find historical allotment specification details for the Finchampstead allotments to assist with Wokingham Borough Council's (WBC) plan for the Finchwood Park allotment site. It was suggested that a shared drive for Parish Council held documents may be helpful as restricted access is delaying progress. Cllr McDonald has agreed to raise this with Finance and General Management. Cllrs Veitch and Allen will visit the Finchwood Park allotment site.

The replacement allotment gates are due to be installed at the end of October 2023.

#### **203/2023 LITTER WASTE AND RECYCLING**

##### **Litter Wardens**

The Litter Wardens continue to collect on average 40 to 41 bags each month.

##### **Adopt a Street**

The 45 Finchampstead adopt a street volunteers remain in place, however no progress has been made to liaise with WBC to align the two adopt a street schemes as some Finchampstead residents are registered with the WBC scheme.

#### **204/2023 UPDATES ON OTHER MATTERS**

- **Defibrillators**

Cllr Grainger confirmed she has checked all the defibrillators, and all were in order. There has been a software update which may impact on some of our defibrillators and put them out of action for 3-4 days. (Update - none of our defibrillators required the software update).

- **First Aid Training**

The Parish successfully ran another Basic First Aid and Defibrillator training session on 26 September 2023 which was well attended and positively received.

#### **California Country Park lakeside improvement project**

Cllr McDonald has agreed to follow up with the relevant WBC officer to ask if the Greenway will be used as an access point for construction traffic for the Memorial Wood and other works, as it has been suggested that the Greenway may be used as an access point for construction traffic or to store materials during the construction phase.

- **Tree related projects**

Cllr Veitch advised the committee that there has unfortunately been no progress in finding an oak tree to plant near the church, nor with The Borough in identifying opportunities to plant street trees and at Warren Wood. There has been no update from WBC on the tree strategy considered by the WBC Executive in November 2022.

The tree survey results for Wellingtonia Avenue trees has been shared with the residents who own trees and with the National Trust. There was no interest shown by either in holding a public event. The item is now completed.

- **Christmas Displays at California Crossroads**

As the redevelopment has been delayed, there will be no opportunity for Christmas lights to be placed at the Crossroads this year. The winter hanging baskets will be put in place as usual. These are already paid for under the annual contract with our supplier.

- **FBC Play Area**

Unfortunately, the FBC Play area was vandalised recently and has been closed for repair. Work is ongoing to support WBC in their lottery bid for funding to improve the play area. Proposed plans were shared for information.

- **Waverley Way Play Area**

The equipment at Waverley Way Play area has been installed and the park reopened. The Parish Council gave a donation towards the cost of equipment although the park comes under Wokingham Town Council. A plaque is to be placed at the park saying it was donated by Finchampstead Parish Council. Cllr McDonald will request funding for the plaque from Finance and General Management Committee.

**205/2023 FORUM**

No matters were raised.

**206/2023 DATE OF THE NEXT MEETING**

The next Committee meeting will be held on 07 February 2024.

*These minutes are subject to confirmation at the next meeting of the Committee.*

## SUMMARY OF ACTIONS 04 OCTOBER 2023 – AMENITIES COMMITTEE

MINUTE REFERENCE	ACTION	RESPONSIBLE PERSON(S)
199/2023	Coordinate the Remembrance event with the Church, uniformed groups, Memorial Hall, Barkham Hookers and Royal British Legion (BL) for PC wreath.	SM
199/2023	Ask Finance Committee to approve the proposed donations for the cost of the bugler, the poppy displays provided by the Barkham Hookers, and the Parish Council wreath provided by the BL.	SM
199/2023	Provide details of how to unlock the power source at the War Memorial to allow a microphone to be used.	AG
199/2023	Ask local contacts about a uniformed service personnel to lead the Parade.	BE
199/2023	Contact the garden maintenance company to tidy up the War Memorial before the service.	SM
199/2023	Contact the BL to finalise arrangements and timings for delivery.	SM
200/2023	Update: D-DAY 80 - The church has confirmed they will hold an event and light the Beacon. Liaise with the church on how the Parish Council can support them. Investigate how much PC donated for previous events and check contact details for a piper.	SM/Deputy Clerk
201/2023	Once the Finchampstead Society has closed a working group to be set up for the Jones VC Trophy.	SM/Deputy Clerk
202/2023	Arrange Councillor visit to the Finchampstead allotments.	GV/Deputy Clerk.
202/2023	Arrange site visit with WBC to the Finchwood Park allotments site.	GV/EA
202/2023	Find historical records of the Finchampstead Allotment spec. to assist with set up of the Finchwood Park allotment site.	GV
202/2023	Pass on waiting list for Arborfield Green allotments.	Deputy Clerk
203/2023	Adopt a Street – liaise with WBC to align schemes.	Deputy Clerk
204/2023	Work with WBC to progress California Country Park lakeside improvement project.	SM/GV/Deputy Clerk
204/2023	Find out if the Greenway will be used as an access point for construction traffic for the Memorial Wood and other works, or to store materials during the construction phase.	SM
204/2023	Oak tree to be planted near Church, investigate availability, and obtain permission from PCC.	GV/Deputy Clerk
204/2023	Look into opportunities for tree planting / continue to liaise with WBC over planting of street trees and at Warren Wood.	GV/All
204/2023	PC Plaque for Waverley Way Play area, cost to be investigated.	SM/Deputy Clerk