

Minutes of the Meeting of the Amenities Committee held on 8th December 2025

Present Jane Hartley (Chair of Amenities), Pat Sutlieff and Mark A'Bear

Apologies Matt Walker

Absent

25/936 OPEN FORUM – None present.

25/937 To approve the Minutes of Amenities Meeting held on Monday 10th November 2025 at the Charvil Village Hall –The minutes were approved by the committee and signed by Councillor Hartley as Chair of Amenities.

25/938 To note the Assistant Clerk's Report – report was noted.

25/939 DECLARATIONS OF INTEREST AND ANY WRITTEN REQUESTS FOR PECUNIARY INTERESTS IN ITEMS ON THE AGENDA TO BE CONSIDERED BY THE ASSISTANT CLERK – None.

25/940 Review the Usage Reports for the Facilities.
The report was noted.

25/941 Consider Park Inspection Weekly Reports
These have been received, it was reported that there is evidence of mole activity at East Park Farm and that it is encroaching on the pitches. The mole catcher has been contacted and will visit to assess the situation.

Other items for consideration

25/942 To consider the rates and terms offered to the club who provide the tennis coaching provision at East Park Farm.
The committee decided that in line with the increase for the other facilities that the rates for the tennis club will increase by 5%. The discussion on the terms offered to the club will be deferred until the next meeting.

25/943 To generate ideas for boosting the pavilion weekday daytime usage.
Advertising in the village magazine and on social media platforms is in place.
The main issue about people not using the Pavilion was thought to be a lack of parking. It was agreed to identify whether additional parking can be installed, seek advice from Wokingham Borough Council or similar to see what options would be available. This will benefit people with mobility needs.
Provision of a SEN space for the Charvil Primary School (indoor and possibly outdoor). To be raised with the head teacher during the next Parish Council / School meeting to establish if there is a requirement.
Signage on the outside– details on the building and contact information – check the details of the existing website information and remove if out of date.

Hand out leaflets at the opening of the new play park next year and have the building open whilst it is taking place.

Use as a café – long term possibility as part of the strategic plan.

- 25/944 To devise a list of Frequently Asked Questions for potential regular/long term hires (task that the Amenities Committee was requested to provide – noted on the Outstanding Items list).**

Defer to a future meeting.

- 25/945 To consider the quotation for a new water monitoring risk assessment for the pavilion following the recent plumbing changes with a view to approving.**

The committee approved the quotation.

- 25/946 To consider the quotation for gutter repairs to the village hall and pavilion with a view to approving.**

The committee approved the quotation.

- 25/947 To consider the approach from InPost to site their lockers at the pavilion and village hall and to decide whether it is a viable proposition.**

As there are 20 locations within a 3 mile radius including 2 in Charvil itself, the committee decided that the buildings were unsuitable locations and would have a negative impact on neighbouring properties and to decline the offer from InPost. It was agreed that the proposal would be added to a Pulse survey along with canvassing all properties that would be directly impacted by a potential installation. **Assistant Clerk's Note:** *before any consultation with residents takes place, it would be prudent to ask InPost for a business case demonstrating that customer demand justifies the lockers. Having clear evidence of need, along with an explanation of how the lockers would benefit the village, may reassure affected residents and help avoid any perception that the proposal is driven purely by profit.*

- 25/948 To discuss whether to advertise the pavilion and village hall on the Twyford Facebook page.**

Councillor Sutlieff advised that the Clerk had informed her that the Social Media member of staff was now able to advertise on the Twyford Facebook page and could do so monthly. If there is ever a problem Councillor Sutlieff would be happy to share any posts from the Charvil Parish Council Facebook page directly to the Twyford one. .

- 25/949 To hear that after completing an inspection of all tables in the hall and pavilion that five tables in the hall that are broken and require replacing and to decide course of action.**

The Committee approved the purchase of the five tables.

- 25/950 To hear that a microwave was donated to the village hall from one of our regular users.**

The Committee were very grateful to the user for the equipment. The Assistant Clerk will arrange for PAT test before it is used.

- 25/951 To note any agenda items for the next meeting.**

Review of the terms for the coaching provision at East Park Farm.

Strategic Plan (Amenities specific) Mark A'Bear to provide framework, this would be a part of the overall strategic plan which would be devolved to the Amenities committee. The Committee agreed that having the Assistant Clerk present for any strategy discussions would be helpful.

- 25/952 To note any agenda items for the next full council meeting.**

Debrief on discussion with the Beaver group.