
For the attention of all members of Charvil Parish Council's Amenities Management Committee

You are hereby summoned to attend a Meeting of the Amenities Management Committee on

Monday 9th March 2026 at 8pm in Charvil Village Hall

for the purpose of transacting the following business.

Apologies for absence should be forwarded to the Assistant Clerk.

Amanda Burton, Assistant Parish Clerk

- 1. Apologies for absence**
 - 2. Declarations of interest and any written requests for pecuniary interests in items on the agenda to be considered by the Assistant Clerk**
 - 3. Open Forum**

A public session for residents to bring any issues that they might like the Parish Council to consider
 - 4. To approve the minutes of the Amenities Committee meeting held on 9th February 2026 at the Charvil Village Hall ***
 - 5. To note the Assistant Clerk's Report ***
 - 6. Review the Usage reports for the Facilities ***
 - 7. To note any matters arising from the Weekly Park Inspection Reports**
 - 8. Other items for consideration**
 - 8.1 To hear feedback on the newly installed playground at East Park Farm.
 - 8.2 To consider the potential temporary barrier to prevent balls being lost in the stream for use at East Park Farm and decide course of action. *
 - 8.3 To discuss the content for the spring edition of the Parish Magazine. *
 - 8.4 To review the current status of the Amenities areas included within the Strategic Plan.
 - 9. To note any agenda items for the next meeting**
 - 10. To note any items that need to be discussed at the full council meeting**
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The next meeting will be on Monday 13th April 2026

Minutes of the Meeting of the Amenities Committee held on 9th February 2026

Present Jane Hartley (Chair of Amenities), Matt Walker and Mark A'Bear

Apologies Pat Sutlieff

Absent

- 26/953 DECLARATIONS OF INTEREST AND ANY WRITTEN REQUESTS FOR PECUNIARY INTERESTS IN ITEMS ON THE AGENDA TO BE CONSIDERED BY THE ASSISTANT CLERK – None**
- 26/954 OPEN FORUM** – two members from the Emmbrook & Bearwood CC team attended to express their desire to use the cricket strip again for the coming season and to ask whether it would be possible to have some form of barrier in front of the stream. An idea was discussed of pipes dug into the ground into which poles could be inserted and netting attached during games but capped when not in use. The committee agreed in principle and asked the Assistant Clerk to explore possibilities and costs, the cricket team suggested they may be able to contribute but at the least to provide their own nets. The barrier is to start by the tennis courts and go as close as possible to the stream all the way to the edge of the country park (holes approx. 3m apart). It was thought the solution could also be used by the football teams as well. The members of the club also asked for access to drinking water, location of an outside tap was advised and offer to hire the pavilion hall or the kitchen if available. The members left after the discussion.
- 26/955 To approve the Minutes of Amenities Meeting held on Monday 8th December 2025 at the Charvil Village Hall** –The minutes were approved by the committee and signed by Councillor Hartley as Chair of Amenities.
- 26/956 To note the Assistant Clerk's Report** – report was noted.
- 26/957 Review the Usage Reports for the Facilities.**
The report was noted, the pavilion numbers are tracking in line with previous years despite lack of use during the weekday daytime.
- 26/958 Consider Park Inspection Weekly Reports**
These have been received, it was reported that a gap was forming between the edging of the ground and the grass on a piece of equipment that was not previously identified on the RoSPA reports. The village warden has been asked to fill the gap with mud to resolve.
- Other items for consideration**
- 26/959 To consider the quotation for remedial plumbing works at the pavilion that were identified after the last scheduled visit with a view of approving.**
The committee reviewed the quotation and approved the work to go ahead.

- 26/960 To consider the quotation for the installation of a replacement pressure reducing valve at the village hall with a view to approving. Note the need for a replacement had been identified in the past but was repaired (free of charge) but the repair has not held.**
The committee reviewed the quotation and approved for the work to go ahead.
- 26/961 To hear there have been recent issues with electricity at the village hall which have caused the fuse board to trip, the cause of the problem has not been identified so an electrician has been consulted.**
The Assistant Clerk will continue to liaise with the electrician and will report back to the committee with further information in due course.
- 26/962 To identify any alternative options for the remedial work/replacement of the retaining wall in front of the MUGA following the challenge at the last full council meeting whether the proposed solution is the best course of action and value for money.**
The committee discussed the possibilities and agreed it was not feasible to remove the soil behind the failing retaining wall as the MUGA is at a higher elevation than the path and that retaining wall needs to be maintained. A brick wall would be too costly. The committee agreed to recommend to full council that the best option would be the oak wooden sleepers with the possibility of adding a waterproof barrier. The Assistant Clerk was asked to follow up with the contractor who provided the quotation with two options to ascertain the difference and to confirm the expected lifetime and warranty.
- 26/963 To discuss two items raised on the recent Pulse Survey – the sowing of wildflower seeds at St. Patrick’s and possibility of tennis online bookings and decide if viable.**
The committee in the past approved in principle the idea of wildflowers at St. Patrick’s, discussed the funding for the project. The original quotation obtained was for the ground preparation (including rotovating) and seeding – the preparation part quite costly. On the demise of the Charvil Women’s Club an amount of £350.00 was given to the Charvil Village Society for the purpose of wildflowers – Cllr Hartley will look into access to the funds. It was suggested that wildflower turf be considered as an option as it is more hardy and results more favourable. The Assistant Clerk to share further details including pricing with the committee along with update from Cllr Hartley on funding at a future meeting.
The committee discussed the idea of online tennis bookings and online bookings in general and it was noted that the current booking software does not have the capability to offer online booking, although it is something that the software provider is working on. However, it may be an option in future provided it would be possible to put in place restrictions that are in line with the conditions of hire. It was therefore resolved that online bookings are not viable at this time but options would continue to be monitored.
- 26/964 To note that two separate junior football teams have enquired about using East Park Farm as their home ground next season, to consider the impact on the pitches (e.g. overuse) and to decide whether to offer them use of the ground.**
The Assistant Clerk reported that advice had been sought from the grounds maintenance team and that on average a pitch should be used for 4 hours per week. Both junior teams were requesting two Saturday morning pitches on a weekly base throughout the season. This would allow for an afternoon game on Saturday and morning on a Sunday on each pitch so the adult teams would be unaffected. The committee agreed the grounds could be used for such purposes and that teams be offered the grounds under the same terms. Cllr A’Bear advised that he had received an enquiry for a local junior team to use Charvil for training. As St. Patrick’s is no longer used by AFC Reading this was floated as a possibility. Cllr A’Bear to put the team in contact with the Assistant Clerk for more information.

- 26/965 To devise a list of Frequently Asked Questions/Answers for potential regular/long term hirers (task that Amenities Committee was requested to provide – noted on the Outstanding Items List).**
The Committee compiled a draft list of questions/answers which will be forwarded to the Clerk for inclusion on the next full council meeting for review.
- 26/966 To generate ideas and/or strategy for boosting the pavilion weekday daytime usage (task that Amenities Committee was requested to provide – noted on the Outstanding Items List).**
Strategy for boosting the usage will be considered along with the formation of the overall Five Year Strategic Plan.
- 26/967 To note the recent enquiry to use the pavilion building as a full time nursery.**
The Committee heard that an enquiry was received to use the building for a nursery from babies to school age. As previous enquiries to use the pavilion as such were not successful and in the past the Early Years Adviser from Wokingham Borough Council suggested the building not suitable for babies the committee do not feel this is a viable option. The Assistant Clerk to communicate further with the prospective hirer to obtain further information.
- 26/968 To note the result of the Playground Safety Inspection following the completion of the redeveloped children's park at East Park Farm.**
It was heard that there was one area was highlighted as requiring remedial action and that has already been actioned. It was also noted there were a few minor areas that were referred back to the equipment manufacturers. The working group met with Infinity on Thursday 5th February for a walk around and hand over, the park is ready for the opening on Wednesday 11th February 2026.
- 26/969 To decide where the priorities of the committee are (in relation to the strategic plan) regarding the pulse survey results and youth engagement which have expressed a desire for a café and/or hub or similar.**
The committee reviewed and updated the draft 5-year plan, incorporating ideas from the neighbourhood plan, recent pulse surveys, and youth engagement. The plan is to be reviewed by full council, and working groups or committees will be set up with delegated responsibility for specific areas. Each group will provide a clear vision or definition and produce a list of actions with indicative costs. Cllr Walker will prepare details and forward them to the Clerk for inclusion in the February full council meeting.
Cllr A'Bear requested permission to write a magazine article outlining some of the proposed projects and inviting residents with relevant expertise to volunteer. This request was approved by the committee.
- 26/970 To note any agenda items for the next meeting.**
Strategic plan
Feedback on the new playground
Cricket update
Parish magazine spring edition
- 26/971 To note any items that need to be discussed at the full council meeting.**
Strategic plan – Cllr Walker to provide details
MUGA remedial action recommendation
Review the Frequently Asked Questions/Answers

The meeting closed at 9.45pm

5. Assistant Clerk's Report March 2026

The new part (lid of the separator) for the scrubber drier at the hall has arrived and been fitted.

There are remedial plumbing works at the village hall and pavilion have been scheduled for 27th & 28th March.

All repairs to the areas identified on the RoSPA at St. Patrick's have been completed. The village warden has filled in the gap where the soil was shrinking away from the edging surrounding the multi-play and will continue to monitor / fill as necessary.

Instruction for the replacement supporting wall to the MUGA were given to Paul Thomas, currently awaiting a date for the work to take place.

Plaque installed for the EPF park redevelopment, was in place ready for the opening on 11th February.

Emergency light test, fire alarm & fire extinguisher services completed at the village hall and the pavilion. Three of the emergency light panels in the pavilion hall failed, RES will provide a quote for the works but also MKR have been asked to provide pricing.

Fencing for in front of the stream has been identified as a possible solution to provide a barrier to stop balls from rolling into the stream.

Countryside Services of WBC have confirmed they are unable to dredge the stream at East Park Farm due to financial constraints but hope to be in a position to do so in the next financial year starting April 2026.

Second meeting with the prospective nursery provider took place Monday 2nd March at the pavilion. The Clerk as also in attendance. Potential issues regarding outside space, storage and age were discussed and the individual will consider all information and come back to me.

Preparations for the spring edition of the magazine – request for and collation of articles.

Table of Village Hall Usage

MONTHS	Ave 14-18	H 18/19	H 19/20	H 20/21	H 21/22	H 22/23	H 23/24	H 24/25	H 25/26	H 26/27
APR	122.0	138.0	144.0	50.0	27.5	137.3	183.2	178.5	190.3	169.3
MAY	159.2	164.0	178.0	75.0	97.5	165.0	143.3	178.8	166.3	164.0
JUN	149.9	164.5	160.5	0.0	109.3	144.1	164.3	168.8	196.0	
JUL	110.8	148.8	122.5	5.5	118.5	112.9	171.3	177.7	163.3	
AUG	53.4	50.0	61.8	52.5	94.3	92.3	139.8	121.3	132.2	
SEP	148.0	157.8	179.8	90.3	148.0	167.0	181.3	161.3	180.8	
OCT	168.2	171.0	175.5	93.5	190.8	176.2	208.0	236.3	194.8	
NOV	191.5	200.3	228.8	215.0	205.5	207.1	221.5	218.7	231.3	
DEC	113.9	95.3	147.5	43.0	115.0	102.3	144.0	197.8	132.3	
JAN	155.3	176.0	177.8	10.0	165.8	183.3	171.8	202.5	201.0	
FEB	151.6	165.5	165.5	10.5	165.0	165.3	178.0	189.5	200.4	
MAR	170.3	195.5	215.8	23.8	196.5	206.0	200.5	238.7	230.2	
Total/yr	1,694.0	1,826.5	1,957.3	669.0	1,633.5	1,858.6	2,106.8	2,269.7	2,218.5	333.3

Table of Committee Room Usage

MONTHS	Ave 14-18	CR 18/19	CR 19/20	CR 20/21	CR 21/22	CR 22/23	CR 23/24	CR 24/25	CR 25/26	CR 26/27
APR	79.6	80.5	93.5	0.0	0.0	59.1	72.4	75.8	82.0	70.0
MAY	69.2	95.8	129.0	0.0	0.0	79.8	66.2	72.5	84.5	62.0
JUN	77.8	97.5	95.5	0.0	0.0	84.6	92.3	89.8	79.5	
JUL	76.9	88.0	92.5	0.0	2.0	53.4	70.8	70.5	74.0	
AUG	49.2	67.0	76.5	0.0	12.0	41.0	40.5	43.5	88.2	
SEP	88.8	103.3	94.8	0.0	43.0	81.0	81.3	70.0	83.5	
OCT	86.2	106.8	105.3	0.0	44.5	83.0	80.5	68.5	108.0	
NOV	90.1	102.5	98.0	0.0	58.0	88.6	98.3	87.5	96.8	
DEC	49.9	63.8	54.3	0.0	28.0	74.9	69.0	59.5	67.5	
JAN	96.6	104.5	139.0	0.0	56.5	95.4	93.0	75.5	92.3	
FEB	99.9	102.5	99.5	0.0	69.8	81.0	78.5	95.8	93.3	
MAR	98.2	108.3	92.0	0.0	75.0	103.5	83.3	107.5	97.5	
Total/yr	962.2	1,120.3	1,169.8	0.0	388.8	925.3	926.0	896.2	1,047.0	132.0

Current numbers subject to change

Table of East Park Farm Pavilion

MONTHS	PA 16/17	PA 17/18	PA 18/19	PA 19/20	PA 20/21	PA 21/22	PA 22/23	PA 23/24	PA 24/25	PA 25/26	PA 26/27
APR	0.0	57.0	105.3	63.0	4.0	21.8	61.5	64.0	118.8	86.3	83.0
MAY	0.0	82.5	95.5	82.5	0.0	40.0	115.3	86.0	120.5	73.5	51.0
JUN	0.0	100.8	104.5	80.0	0.0	67.8	108.5	102.0	103.8	83.5	
JUL	0.0	85.3	107.3	82.0	0.0	41.8	80.3	79.0	150.0	80.5	
AUG	14.5	76.3	84.5	58.8	0.0	61.5	33.0	0.0	83.3	106.0	
SEP	41.8	85.3	86.5	90.5	3.0	118.5	108.5	25.0	87.3	75.8	
OCT	49.8	90.8	104.5	66.0	3.0	91.3	105.5	57.0	130.3	129.3	
NOV	69.0	91.0	85.0	77.5	96.0	112.5	124.0	95.5	120.0	77.5	
DEC	29.5	70.5	68.0	43.0	6.5	61.3	78.3	54.0	102.5	85.5	
JAN	61.0	97.5	101.3	78.5	1.5	76.5	95.0	83.0	80.3	85.5	
FEB	57.5	91.0	87.5	74.8	0.0	73.8	118.8	111.3	88.5	131.8	
MAR	61.0	95.3	98.8	90.5	0.0	130.0	108.5	103.5	79.5	103.0	
Total/yr	384.0	1,023.0	1,128.5	887.0	114.0	896.5	1,137.0	860.3	1,264.5	1,118.0	134.0

Table of Football Pitch Usage

MONTHS	FP 16/17	FP 17/18	FP 18/19	FP 19/20	FP 20/21	FP 21/22	FP 22/23	FP 23/24	FP 24/25	FP 25/26	FP 26/27
APR	0.0	11.0	14.0	11.0	0.0	18.0	9.0	16.0	14.0	9.0	0.0
MAY	0.0	4.0	4.0	4.0	0.0	14.0	2.0	8.0	6.0	5.0	
JUN	0.0	0.0	0.0	0.0	0.0	2.0	0.0	0.0	0.0	0.0	
JUL	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	
AUG	5.0	5.0	6.0	4.0	2.0	2.0	0.0	0.0	1.0	0.0	
SEP	18.0	14.0	8.0	12.0	9.0	4.0	11.0	8.0	20.0	9.0	
OCT	21.0	9.0	13.0	13.0	15.0	15.0	21.0	20.0	15.0	5.0	
NOV	16.0	17.0	11.0	13.0	0.0	13.0	17.0	17.0	12.0	7.0	
DEC	8.0	6.0	11.0	11.0	4.0	3.0	9.0	8.0	3.0	3.0	
JAN	8.0	12.0	12.0	8.0	4.0	14.0	12.0	17.0	9.0	9.0	
FEB	10.0	5.0	10.0	10.0	0.0	16.0	16.0	14.0	14.0	16.0	
MAR	13.0	10.0	13.0	8.0	0.0	12.0	15.0	10.0	12.0	8.0	
Total/yr	99.0	93.0	102.0	94.0	34.0	113.0	112.0	118.0	106.0	71.0	0.0

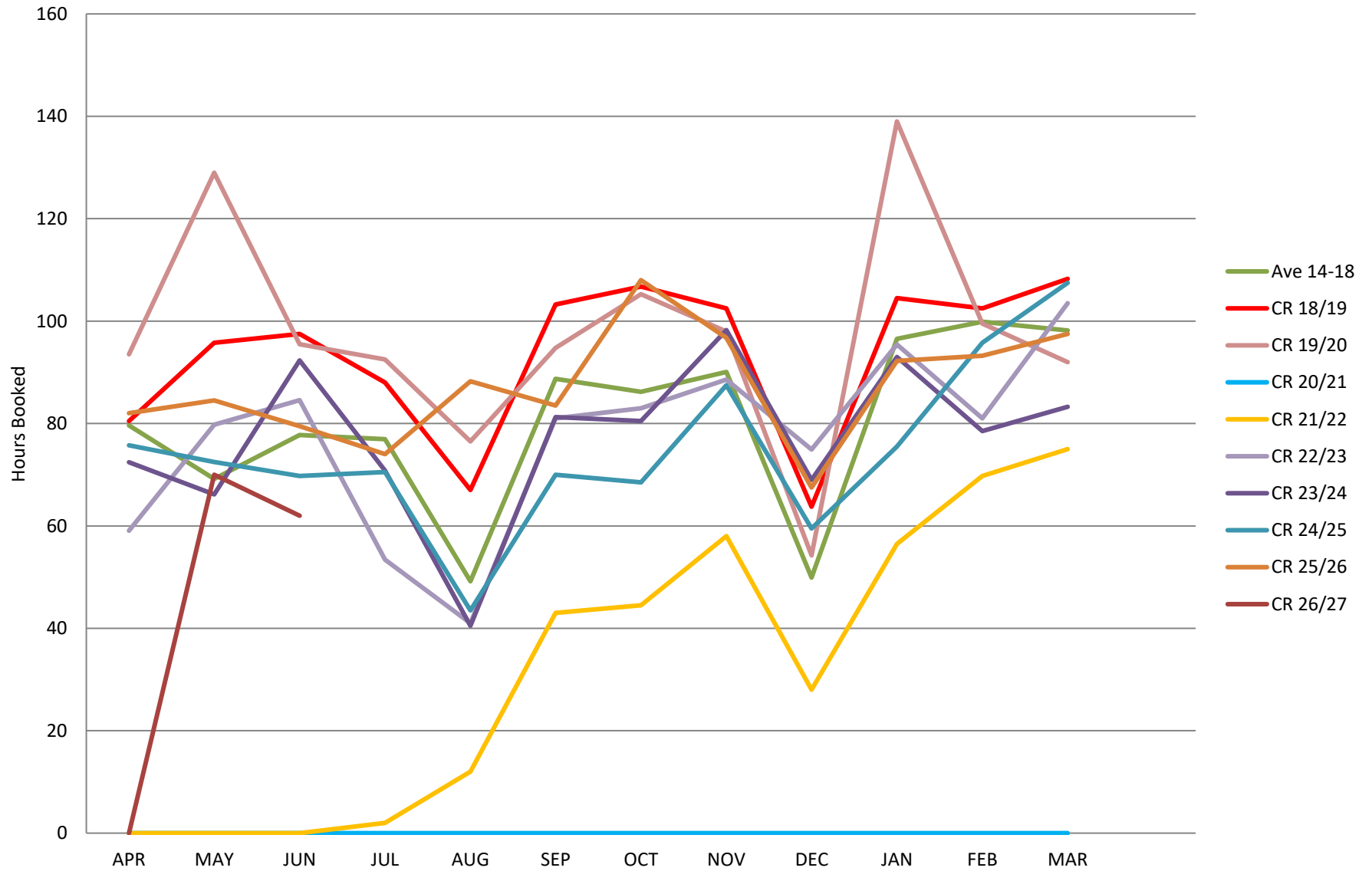
Table of Cricket Pitch Usage

MONTHS	CP 21/22	CP 22/23	CP 23/24	CP 24/25	CP 25/26	CP 26/27
APR	0.0	0.0	0.0	0.0	1.0	3.0
MAY	0.0	1.0	15.0	6.0	19.0	12.0
JUN	0.0	0.0	17.0	20.0	18.0	
JUL	0.0	0.0	17.0	23.0	18.0	
AUG	0.0	1.0	17.0	23.0	13.0	
SEP	0.0	0.0	1.0	1.0	0.0	
OCT	0.0	0.0	0.0	0.0	0.0	0.0
NOV	0.0	0.0	0.0	0.0	0.0	0.0
DEC	0.0	0.0	0.0	0.0	0.0	0.0
JAN	0.0	0.0	0.0	0.0	0.0	0.0
FEB	0.0	0.0	0.0	0.0	0.0	0.0
MAR	0.0	0.0	0.0	0.0	0.0	0.0
Total/yr	0.0	2.0	67.0	73.0	69.0	15.0

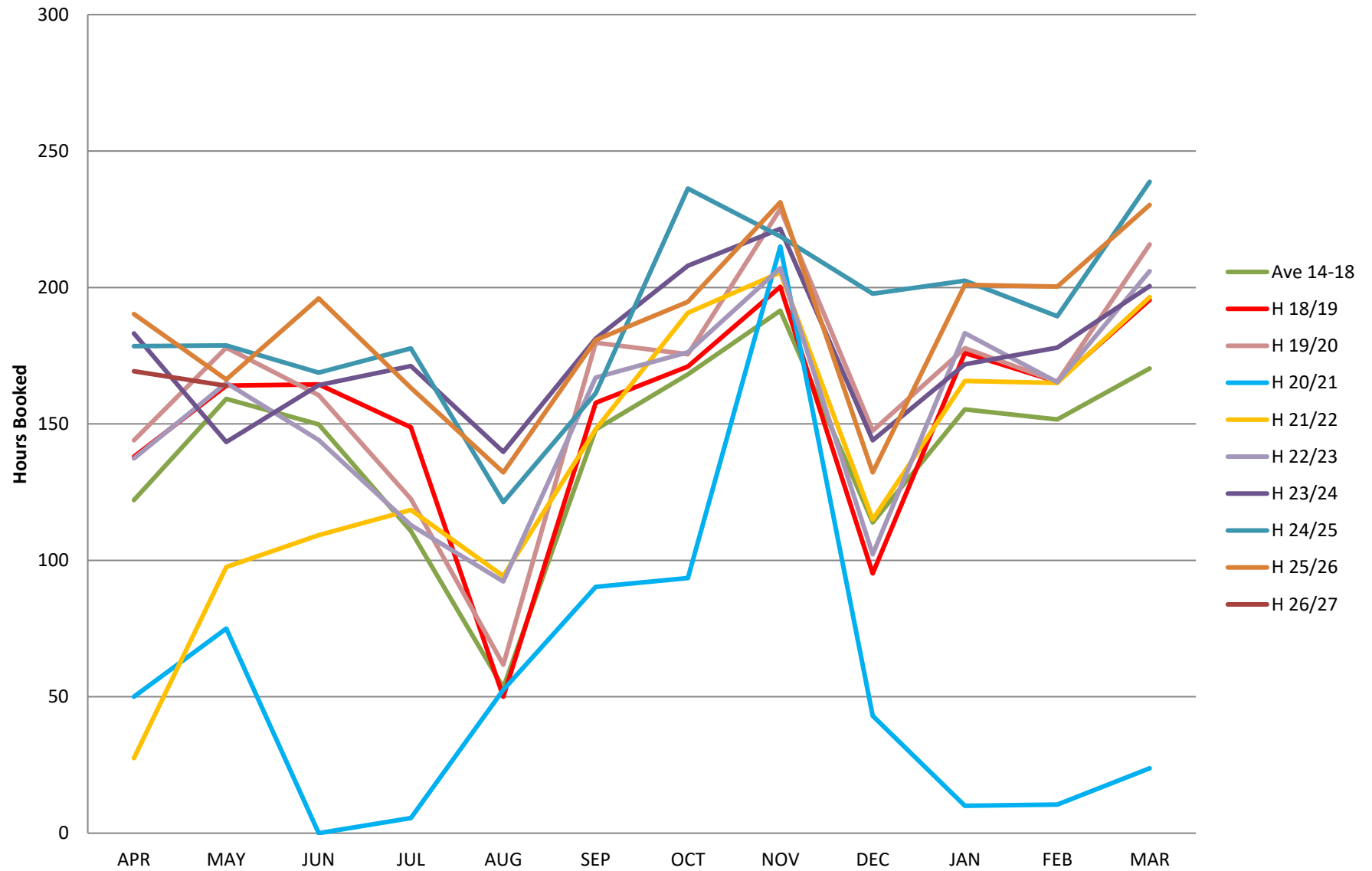
Table of Tennis Court Usage

YEARS	TN 21/22	TN 22/23	TN 23/24	TN 24/25	TN 25/26	TN 26/27
Residents	40.0	35.0	36.0	36.0	41.0	30.0
Non-Residents	29.0	21.0	15.0	21.0	21.0	12.0
Other	0.0	0.0	0.0	0.0	0.0	0.0
Total/yr	69.0	56.0	51.0	57.0	62.0	42.0

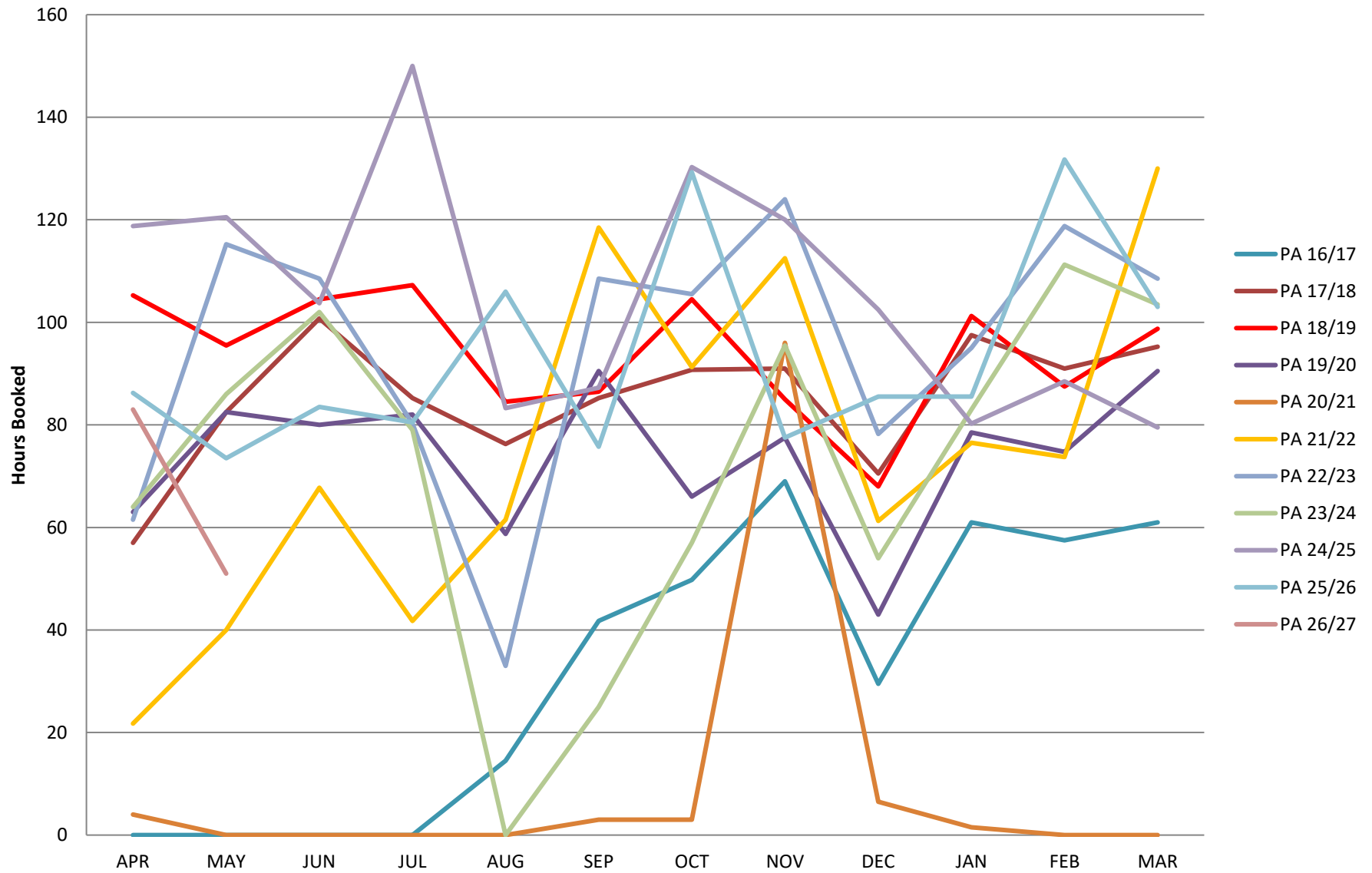
Committee Room Usage



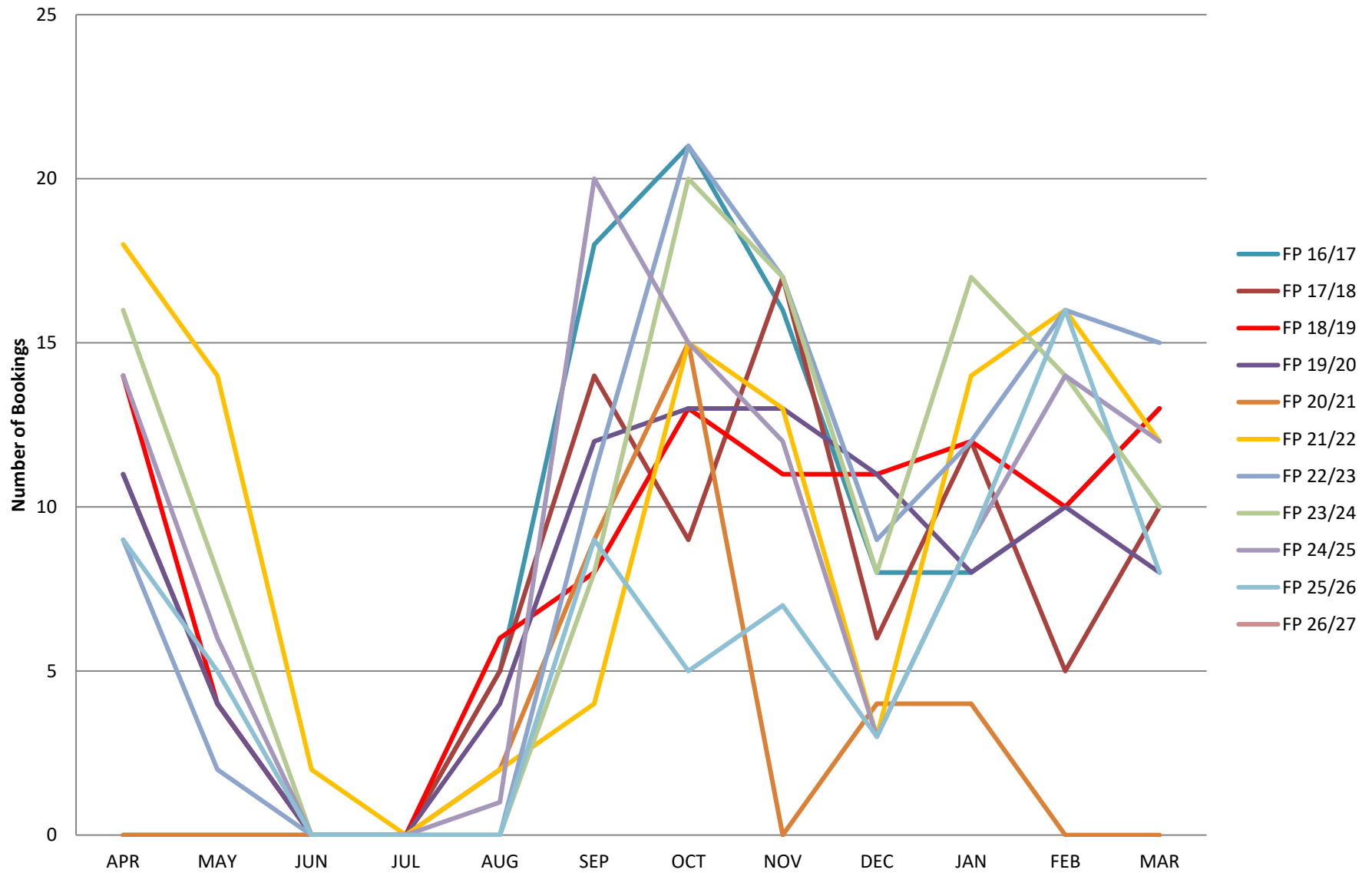
Hall Usage



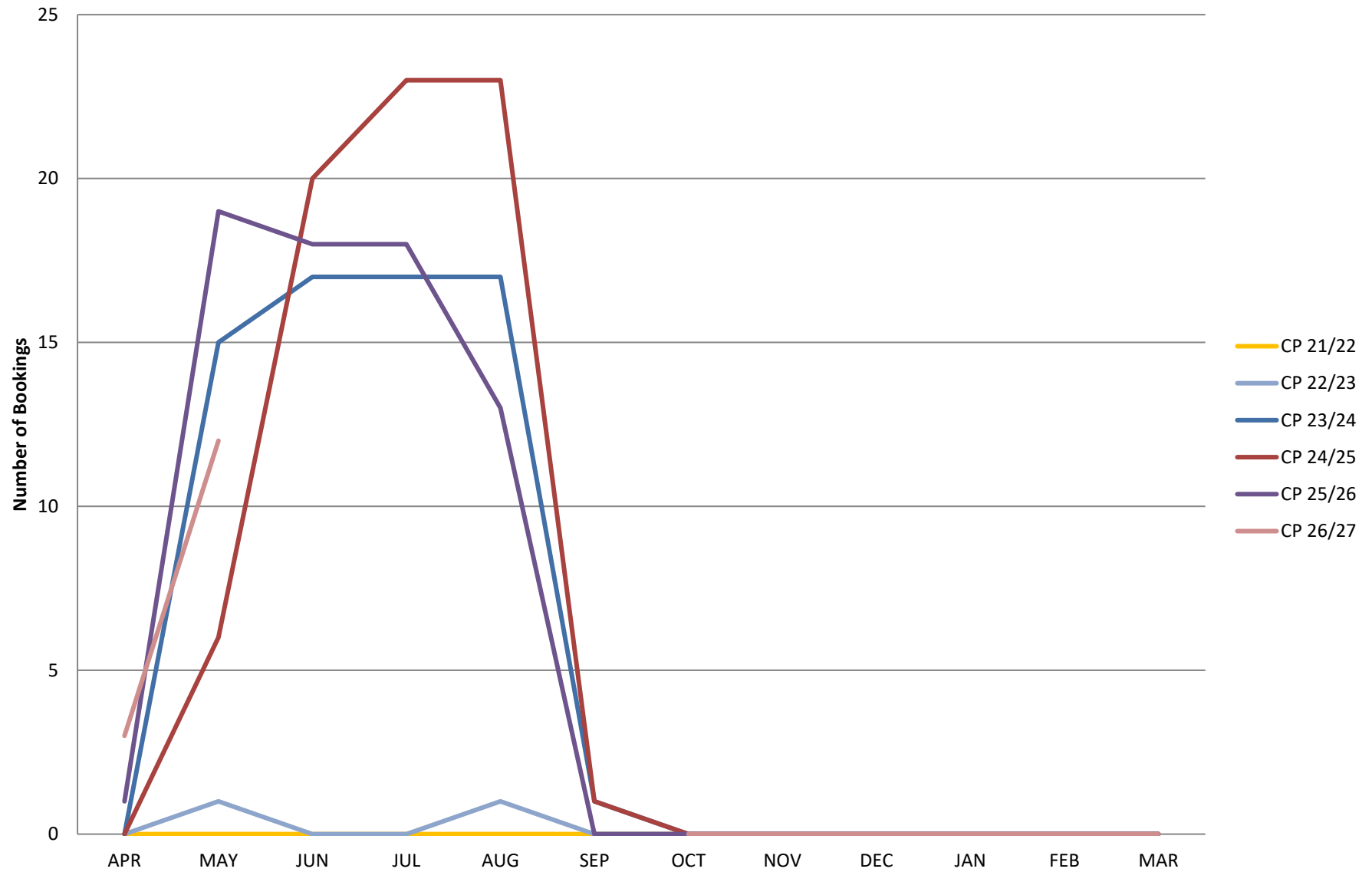
EPF Pavilion Usage



EPF Football Pitch Usage



EPF Cricket Pitch Usage



EPF Tennis Passes

