



MEETING MINUTES

The Parks Community Association Meeting

11th February 2016
7.15pm
TPCC

PRESENT: Amy Chapman (AC) SECRETARY
Becky Bird (BB) COMMS
Martin Reilly (MR) CHAIR
Lesley Doyle (LD) Bracknell Forest Council
Anna Regan (AR) Committee Member
Paul Regan (PR) Committee Member
Amy Howard (AH) Committee Member
Edd Soole (ES) Committee Member
Elaine White (EW) VICE CHAIR
Isobel Mattik (IM) Councillor
Bethan Mitchell (BM) Community Member
Tony Roberts (TR) Community Member
Catherine Roberts (CR) Community Member

APOLOGIES: Emma Walker (EW) TREASURER
Graeme Smillie (GS) Committee Member
Ashley Merry (AM) Councillor

1.	Welcome and introductions Apologies were noted.	Action
2.	Minutes of the last meeting & Matters Arising: <input type="checkbox"/> Actions complete <input type="checkbox"/> Matters arising will come up in the minutes	
3.	Update on Community Centre/Sports Pavilion: 1. MUGA and Tennis courts : These have been approved by the Council. The transfer from TW to BFC is ongoing. 2. Flood lights MR reported the flood lights for the MUGA still aren't up. 3. Sports facilities These are still not ready for transfer yet e.g. football pitches etc. TW still haven't completed them. ACTION: BB to prepare a short statement for the community re: the facilities to put on facebook and to use in communications. 4. Defects period This has come to an end on 16 th January 2016. We weren't aware of this date until it passed! There should have been a final snag meeting to review the outstanding snags. ACTION: LD to chase and arrange the final snags to be completed.	BB LD
4.	Update from Committee Members: 1. Rubbish disposal: ACTION: MR will speak with Alan Pitt re: emptying and cleaning of outside bins which should be BFC but isn't being done. 2. Cleaning: Currently Weds and Saturday PM/Sunday AM. The cleaner will be bring the vinyl cleaner	MR MR AC

	<p>4 weekly as this made a big difference. ACTION: MR to contact cleaner and ask for kitchen to be cleaned. ACTION: AC to email all hirers and remind them to clean up after themselves especially in the muddy weather.</p> <p>3. Recycling units: There is some smashed glass occurring sporadically. ACTION: AC to remind users on facebook to use these responsibly.</p> <p>4. Alarm system: This is all working fine. This will be due for renewal soon for which they must credit check us. ACTION: MR/EW to process application.</p> <p>5. Fire Drill: MR and Rainbows group conducted the first fire drill. This went very well with the centre being fully evacuated safely in under 90 seconds! Thanks to the Rainbows group for taking part.</p> <p>6. Car park: TR raised concerns about the car park and potential travellers coming onto the development. The group reinforced that the gate is locked every dawn and dusk as required by BFC.</p>	<p>AC</p> <p>MR/EW</p>
5.	<p>AOB:</p> <p>1. Bouncy castles / insurance Bookings email keeps getting enquiries re: bouncy castles. We will review this when insurance comes up for renewal in May.</p> <p>2. Garden / volunteering Volunteering for the garden with Boehringer is coming up in May. The group agreed it would be good to consult the community on what they want from the garden. ACTION: MR to initiate discussions for a community morning with tea and coffee to discuss the plans for the garden. From there, we can procure / plan as needed in advance of the May 10th date for the day with Boehringer. ACTION: EW to chase the tables procured by Shelagh Fie last year to have delivered ASAP. Ideas to raise: bug houses, patio area for BBQs, table (already got!), grass areas etc</p> <p>3. PCSOs ES reported the local PCSOs have requested occasional access to the building. For more public facing work but also to nip in to use the facilities every now and again. The group agreed that if the centre is open – the PCSOs are welcome to enter. ACTION: ES to tell the PCSOs and arrange for a meeting with MR to discuss the possibility of having access out of these times. ACTION: AC to email all hirers to say that the PCSOs are welcome and may be present while they are there.</p> <p>4. Pre-School There have been discussions about a pre-school at The Parks. The group informed LD of the times the centre is free and LD will feed this back.</p> <p>5. Footpaths IM reported the footpaths on the Parks are going back to planning by TW. This is a step backwards, but its good news that there is some progress. ACTION: Chris Turrell/IM to report back.</p> <p>6. Book swap The group agreed that the bookshelf should be in reception. ACTION: AR/PR to bring bookshelf over. ACTION: AC to advertise the book swap on Facebook.</p> <p>7. Community Café The group discussed the possibility to renew efforts for a community café at the centre – especially in the summer. This will be reviewed as an ongoing suggestion...especially closer to summer and once the garden has been 'done up'!</p>	<p>MR</p> <p>EW</p> <p>ES/MR AC</p> <p>IM/CT</p> <p>AR/PR/AC</p>
6.	<p>Next Meeting:</p> <p>Agreed Thursday 14th April @ 7.15pm.</p>	

