



## The Pavilion Community Hub & Library - Annual Report 2024-2025

Pontesbury Pavilion Community Hub & Library has had another great year during 2024-2025 Financial Year and is continually building on a great reputation and good facilities. This is thanks to the Pavilion Committee and staff team who manage the building. Looking forward to 2025, we already have events booked in and the building is also part of the Pontesbury Festival on Friday, Saturday & Sunday 27th - 29th June 2025.

The staff team work to the ethos that "Community is the foundation to success" as quoted by Kristen Jones, and work together to continually refresh, maintain and provide a safe environment for the community. Anna Lawson, Building Assistant and the face of the Pavilion, is the person who greets you upon arrival, she takes your bookings, and sets spaces up - Anna is the backbone of the Pavilion and is there every day to keep the building 'wheels' turning - it's thanks to Anna that everyday is a community day in the Pavilion. Nicki Young, Deputy Clerk & Pavilion Building Manager, keeps those 'wheels' turning behind the scenes, with the Committee, Nicki works to provide a strategic outlook for the Pavilion, applying for funding, keeping H&S up to date, and providing the link between the community and Council.

The Pavilion is now a vibrant community building thanks to the many different and varied activities which take place, catering from babies & pre-schoolers to those older in age. Regular hirers are listed below, some meet weekly and others on a monthly basis:

- Monday: U3A Family History; U3A History Group; & U3A Committee meetings  
Dan Lewis Fitness runs 3 classes per week, two on Mondays and one on Thursday:  
the Get Creative Group has now moved to 2pm on the 1st & 3rd Mondays of the month, in the meeting room, and this move has definitely boosted numbers.
- Tuesday: U3A Geology group meet monthly
- Wednesday: Sea Change - group support for families with pre-school children - weekly during term-time only;  
Age UK STW Dementia Group - run on alternate Wednesday afternoons;  
U3A English;  
Wine Tasters meet weekly in the winter months only  
Good Neighbours Coffee & Chat meeting twice a month
- Thursday: Dan Lewis Fitness - chair-based exercises for the over 55s;  
U3A Creative Writing;  
Library Book Club;  
Good Neighbour's Scheme Men's Group - men of a certain age meet to play cards, dominoes, read the paper and generally socialize on a monthly basis  
FoPL Committee Meetings & Pontesbury Climate Emergency Action Group meetings
- Friday: Carer's Group meet monthly, still well supported by Shropshire Council older people's team, Community Care Coordinator, Age UK STW and Alzheimer's Society;
- the newsletter volunteer sorters also use the meeting room on the last day of the month to sort out the newsletters, and put them out for collection

**Day-to-Day Running of the Pavilion** Both the Deputy Clerk (Building Manager) and the Building Assistant continue to work closely to run the behind-the-scenes operations of the Pavilion. This year we have had additional work uploading all H&S information to SafetyNest and completing H&S training through LearnNest.

Working with Shropshire Council Property Services Group, the staff team have also organised Legionella Testing and the maintenance programme continues to keep the building services working seamlessly.

**Art exhibitions** by local artists really make a difference to the Pavilion, sharing the arts and crafts that the talented people of Pontesbury have produced, encouraging other to exhibit and also get involved with crafting. In 2024-2025 there were 4 such exhibitions including one from the talented Pavilion staff; from John Cruxton; Gill Scriven; and "It Takes Two" by Tina Tweed & Pam Wyatt - by offering the exhibition space, the parish council celebrate the wealth of talent and time to produce such great artwork.

**The Pavilion Committee** is chaired by Councillor Duncan Fletcher, with Committee members Councillors, Nick Hignett, Roger Evans, Sharon Davies and Michelle Trow. This Committee oversee the strategic work of the Pavilion, along with receiving reports and quotes for larger projects and making recommendations to full Council in line with Standing Orders and Financial Regulations.

This year the Committee have achieved a successful bid to UK Shared Prosperity Fund (UK SPF) / Worcestershire County Council to install **solar panels** on the roof of the Pavilion and, in addition, the Council approved funds to purchase solar energy batteries, which are now installed in the Pavilion kitchen. This project is now completed and the Council are already reaping the benefits and seeing a reduced use of energy from the grid. A screen in the Bistro Area gives daily updates on the solar energy used and stored.



**The project to install solar panels** was seamless, the Deputy Clerk worked to a tight deadline to achieve a great result. Severn Valley Renewables won the contract to install 28 x solar PV cells with micro-inverters onto the Pavilion roof and 3 batteries sited in the kitchen. All members of SVR and the scaffolding team have worked extremely hard to bring the project to completion in time to make the claim. There was great communication from all parties and SVR provided help where needed, and this is also followed up by one year support from SVR.



**Partnership Hire Agreements**, with those local organisations who the Council have a special relationship, were drawn up and signed with the approval of the Committee. In recognition of the organisations' regular use of the building, they receive favourable hire rates. In line with this, a Concessions Policy was also drafted and agreed by the Committee and Council.

The Pavilion Committee met with members of the Shropshire Council Library Service and Estates Team to discuss the future of **Pontesbury Library** and the License to Occupy in the Pavilion. We are pleased to report that the parish council have agreed to pay £15,000 per year (an additional £1,000), including a contribution from Friends of Pontesbury Library, and that an agreement was signed by Shropshire Council to continue to pay £5,000 for the Library to be based in the Pavilion.

The Meeting Room is due to be **repainted** in March 2025, with quotes sought and a local painter and decorator being successful with their price. We look forward to this work taking place in the first week of March, and providing a spruced up brighter space for the community.

To save money, the Pavilion Committee also agreed to **purchase a carpet cleaner** rather than hire in a company. This now means that the Building Assistant, along with her other cleaning duties, washes the Pavilion carpets on a more regular basis, this was most beneficial during the winter rainy months.

Many moons ago, when the building was handed over, there was a problem with a bent uPVC patio door, this let in considerable cold air in the winter months. The Committee are glad to report that this issue has now been rectified using white foam tape.

**Looking forward**, the Pavilion team will be working with partners, such as Public Health, to bring meaningful events to the Pavilion to assist with the happy and healthy communities in Pontesbury Parish.

**Room Hire** The Pavilion Committee voted to retain the same hire price for the financial year 2025-2026.

Hiring of the rooms in the Pavilion has been consistent, with a total number of bookings in last Financial Year of 490 compared to the total number of bookings for the current Financial Year decreasing slightly to 487, which includes paid hiring and hiring not paid for, ie, for Council meetings, Council events, Committee meetings. This equates to an average of 40 bookings per month. A total of 26 one-off events were held in the Pavilion during FY 2024-2025, with approximately 476 people attending these events, so the total number of people using the building over the year is quite a considerable number.



Therefore, as the number of bookings has been consistent with last year [FY 2023-2024], so has the Pavilion room hire income, totalling £4,912.50 by 7th February 2025 with a projected income of £5,000 by the end of March 2025.

