

**PAVILION COMMITTEE
MINUTES
For meeting on Monday 23rd February 2026
at 6pm in the Pavilion Meeting Room**

PAV. 39.25 **Apologies** Cllr Wallace Johnson

PAV.40.25 **Declarations of Interest** None received

PAV.41.25 **Minutes of the previous meeting:** After a proposal from Cllr Trow, seconded by Cllr Hignett it was RESOLVED to accept minutes from the last Pavilion Committee Meeting held on 26th January 2026 as a true and accurate record.

PAV.42.25 **FOPL Report.**

Caroline Wright, Chair of FOPL provided information on the latest news from FOPL, which she also said could be found printed in the monthly newsletter. Saturday 7th March KAVS award being presented by Lord Lieutenant; talk on 14th March by Liam Shaw – Dangerous Miracle; FOPL are planning their AGM 7th June; Plant sale on 2nd May, part of the Big Green Day in Rea Valley. Caroline thanked the Council for the invitation to the Annual Parish Meeting.

The new FOPL payment process was agreed by all and the Chair of FOPL. Caroline Wright, FOPL Chair, will take the new suggested payment process to the next FOPL Committee meeting on 5th March 2025, for agreement.

PAV.43.25 **PAVILION ADMINISTRATIVE MATTERS**

- a. **Pavilion Receipts & Payments** – the updated list of the latest Receipts & Payments for the Pavilion were received, it was noted that Pavilion Maintenance was high.
- b. To note the following updated Risk Assessments:
 - i. Fire Risk Assessment – not received
 - ii. Ice & Snow Risk Assessment – add “Do not clear snow from Patio.” The Committee adopted the Ice & Snow Risk Assessment with the additional wording to be included.
- c. The PSG contract is up for renewal 31st March 2026 and the Pavilion Committee members were requested to review the new contract to start in April, against the old contract and discuss any anomalies that arise. The Committee mad a recommendation to full Council March 2026 meeting to renew the contract as it stands.
After a proposal by Cllr Trow, seconded by Cllr Hignett it was RSOLVED to **Recommend** to full Council that Pontesbury Parish Council agree to the new PSG contract.

PAV.44.25 **PAVILION OPERATIONAL MATTERS**

- i. After a proposal from Cllr Evans, seconded by Cllr Hignett, it was RESOLVED to retain the services of HTL Windows and Doors to service the front doors of the Pavilion going forwards.

- ii. After a proposal from Cllr Trow, seconded by Cllr Hignett, it was RESOLVED that the quote from DWS Painter & Decorator for £229.47 plus paint, be accepted and that the repainting of the meeting room would be reviewed on an annual basis.
- ii. Planters. Cllr Wallace Johnson to submit a list of plants that don't require a lot of watering, which can then be planted in the planters in spring 2026.

PAV.45.25 **Date of Next Meeting** Monday 23 March 2026 at 6pm

Meeting closed at 1840