PONTESBURY PARISH COUNCIL



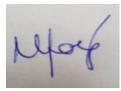
Nicola Young **Deputy Clerk**

13th May 2025

To All Members of the Pavilion Committee

Dear Councillor

You are hereby summoned to attend the meeting of the **Pavilion Committee** of Pontesbury Parish Council scheduled to take place on **Tuesday 20th May 2025 at 6.30pm** in **Pontesbury Pavilion** in order to transact the following business, as set out in the below agenda.



Nicola Young, Deputy Clerk

AGENDA

- 1. APOLOGIES FOR ABSENCE
- 2. DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT
- 3. MINUTES OF PREVIOUS MEETING

To approve & sign the minutes of the meeting held on 28th April 2025.

- 4. **PUBLIC QUESTIONS AND COMMENTS –** (Fifteen minutes will be allowed)
- 5. PAVILION ADMINISTRATIVE MATTERS
 - a. To receive a Pavilion Receipts & Payments report from Scribe for information.
 - b. To receive Pavilion Risk Assessment, General Operations, updated May 2025.
 - c. To review Room Hire charges and make a recommendation to full council in June 2025.
- 6. FOPL To receive a report from FoPL.

7. PAVILION OPERATIONAL MATTERS

- a. Receive Quotes for items below and agree which quote to accept:
 - 7.a.1. Replace Tails Cabling with Armoured Cabling
 - 7.a.2. Install a Fuse for Overload or Fault Protection
 - 7.a.3. Install a Smoke/Heat Detector Linked to the Fire Alarm
- b. Receive Quote to Clear the Guttering. To receive a quote to clear & clean the guttering & all facias quote attached.
- c. <u>Projector</u>. The current projector is old and out of date, it does not work properly and overheats. Committee members are requested to consider the attached report, which gives information on purchasing a replacement projector, or considering an alternative and more up to date way in which to project images, presentations and/or film.

8. DATE OF NEXT MEETING

The next meeting of the Pavilion Committee is scheduled to take place in the Pavilion, Hall Bank, Pontesbury, SY5 0RF at 6.30pm – date to be confirmed at the meeting.

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