

PONTESBURY PARISH COUNCIL

Meeting of Pavilion Committee

held on 15th August 2022 6.30pm, in The Pavilion, Pontesbury

PRESENT:

Councillors: Duncan Fletcher, Nick Hignett, Sharon Davies, Adrian Windows

Members of the Public: 0

In attendance: Nicola Young, Deputy Parish Clerk

PAV 1.22 Election of Chairman

After a proposal by Cllr Davies, seconded by Cllr Hignett, it was **RESOLVED** that Cllr Duncan Fletcher be elected as Chairman of the Pavilion Committee.

PAV 2.22 Election of Vice Chairman

After a proposal by Cllr Fletcher, seconded by Cllr Hignett, it was **RESOLVED** that Cllr Sharon Davies be elected as Vice Chairman of the Pavilion Committee.

PAV 3.22 Apologies for Absence: Cllr Roger Evans tendered apologies for the meeting.

PAV 4.22 Declaration of Interest in Accordance with the Code of Conduct:

Cllr Hignett declared he was also a Trustee of the Public Hall
Cllr Davies declared she is the Chair of Rea Valley Community Good Neighbour Scheme.

PAV 5.22 Minutes of the Last Meeting: After a proposal from Cllr Davies, seconded by Cllr Hignett, it was **RESOLVED** that the minutes of the last Pavilion Working Group meeting, held on 18th May 2022, **be approved and signed as an accurate record.**

PAV 6.22 Public Questions and Comments: None

PAV 7.22 Pavilion Finance

- a. The Cost Centre Year comparison was duly noted.
- b. Utility bills – the Deputy Clerk gave an explanation on the credit with British Gas Lite. The Marches Energy Agency Carbon Audit report will be available for the September 2022 meeting.
- c. Music is being played within the building by hirers, following a proposal by Cllr Fletcher, seconded by Cllr Hignett, it was **RESOLVED** that the Parish Council will purchase a PRS/PPL license at a cost of £491.88.
- d. Following a proposal by Cllr Hignett, seconded by Cllr Davies, it was **RESOLVED** that the Pavilion Committee agree to Legionella monitoring to cover:
 - Monthly site visit, temperature measurement of 1 x combi boiler, 2 x hot water sentinel outlet
 - 2 x cold water sentinel outlet
 - Annual temperature measurement of 3 x cold water outlet.

At an annual cost of £19.13 plus VAT per calendar month plus 14% fee to PSG as per SLA.

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PAV 8.22 **Pavilion Hire Agreement**

The updated Hire Agreement was presented to Committee. After a proposal from Cllr Fletcher, seconded by Cllr Windows, it was **RESOLVED** that the Partnership Hire Agreement be distributed to FOPL, and confirm with Acting FOPL Chairman, Bob Tune, that the proposed date for the meeting is Monday 19th September at 6.30pm in the Pavilion.

PAV 9.22 **Ongoing Matters**

- a. Moving Library Shelving – to have a conversation with Rawden Parslow, Area Manager, Shropshire Library Service regarding the matter.
- b. Police Fob Entrance System – the Deputy Clerk had responded to the Police stating that they had paid for the fob system to be installed and it was their responsibility to get the system repaired. No further response had been received from the Police regarding this matter.

PAV 10.22 **Consider CIO Status**

A report written by the Deputy Clerk had been distributed prior to the meeting. The report referred to NALC LTN 28, and the Clerk will redistribute this document so that all new members can refer.

After a proposal by Cllr Hignett, seconded by Cllr Windows, it was **RESOLVED** that the Pavilion Committee organise a separate meeting with all Council members, to discuss the suggestion to set up a CIO to run the Pavilion.

PAV 11.22 **Volunteers**

It was suggested that volunteers could be recruited for specific roles in the Pavilion, ie, Event Assistant, with the further possibility of linking with Mary Webb School to offer DofE students volunteering opportunities. This item is to be put on the next Agenda and the Deputy Clerk will provide draft volunteer policy, role description and sign-up forms.

PAV 12.22 **Opening the Pavilion during Winter Months**

Information regarding an email received from a concerned member of the public was circulated to Committee members. The Pavilion Committee will monitor the ongoing situation and noted the comments from the concerned citizen. The Committee are taking the suggestion seriously and will continue to review at monthly Committee meetings. The Deputy Clerk was requested to reply to the resident.

PAV 13.22 **Date of Next Meeting.** The date of the next meeting is **Monday 19th September 2022 at 7pm in the Pavilion, Hall Bank, Pontesbury SY5 0RF.** [Please note the meeting with FOPL Committee members will start at 6.30pm in the Pavilion]

Signed

Chairman: Cllr Duncan Fletcher

Date:

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