



Barrowby Parish Council

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MINUTES OF THE BARROWBY BUILDING AND ASSETTS (B&A) COMMITTEE MEETING HELD ON TUESDAY 9TH JUNE AT THE SPORTS PAVILION

PUBLIC FORUM (7.30pm): No members of the public attended the Public Forum.

MEETING OPENED: 7.30pm

1. WELCOME REMARKS BY THE CHAIRMAN (26/001)

- 1.1. Cllr Tim Lees (TL) was re-elected as chair for another year; he subsequently opened the meeting and welcomed Committee members. Those in attendance: Cllr Nigel Eaton (NE), Cllr Jean-Pierre Durand (JP), Cllr Michael Brown (MB), Cllr Paul Brown (PB), Parish Clerk (PC) – Dr Claire Vink and Assistant Clerk (AC), Mrs Claire Dring.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (26/002)

- 2.1. Apologies received from Cllr Hugh Staunton (HS), Cllr Anna McConnell-Good (AG), Cllr Phil Cupit (PC).

3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011 (26/003)

- 3.1. No items were received.

4. APPROVAL OF MINUTES (26/004)

- 4.1. Minutes of the Committee meeting held on 30th March 2026 were agreed by those who attended, to be a true and accurate record.

5. ASSISTANT CLERK'S REPORT (26/005)

- 5.1. The contents of the Assistant Clerk's Report with regards to actions from previous minutes were noted.

6. REPORTS FROM SUB COMMITTEES (26/006)

- 6.1. Report from RAGS: The Rags group were congratulated for winning the 'Pride in the Community award' The group have agreed to work with the PC on village green planting later in the year. (Ref: 7.7.2)
- 6.2. Report from the Flower Group: Summer hanging baskets have been displayed around the Reading Room, with the watering system serviced. Thanks to J Parkers for sponsorship support. **Action: CV** to write to thank J Parker's for their donation and arrange to send a photograph of the baskets for their newsletter. The summer planting around the village is going well, and the group are working on a portfolio to apply for a community award. Other ideas to implement are Daffodil planting and a children's sunflower competition. **Action: CV** to follow up sponsorship request with Taylor Wimpey, to rebuild planters. The hedge around the Reading Room High Rd bus stop needs cutting. **Action: CV** to contact Highways to arrange.
- 6.3. Report from Pre-School: After closure of the pre-school, the storage areas should be cleared by the end of June. **Action: CD** to source a quote to remove the outside play area equipment and arrange a meeting with former Pre-school Treasurer to finalise any outstanding items. **Action: MB** to strim the outside play area.

7. BUILDING AND ASSETS MATTERS ARISING (26/007)

7.1. Pavilion: A verbal update was received on works carried out since last meeting.

7.1.1. The shutter annual inspection was carried out, with repairs made to the motor on the players entrance shutter. **Action: CD** to investigate a proposal to replace all the shutters over several consecutive years.

7.1.2. Additional CCTV cameras have been installed.

7.1.3. Further quotes are being sourced for the partition door separating changing rooms 1 and 2 from the main building. **Action: TL** to provide contact for further quote. **Action: CD** to share quote that was arranged this week when it becomes available.

7.1.4. **Action: NE** to ask the FC to take down the notice boards in the main hall.

7.1.5. Structural improvements to the Pavilion are being considered, to make the layout more efficient, increase community hire, and improve the long-term financial sustainability of the building. **Action: JP** to organise meeting with Architect. **Action: CV** to contact Football Association to ensure that any refurbishment does not breach any historic FA / Football Foundation grant conditions, clawback provisions, use restrictions or football participation requirements.

7.1.6. Hot water boiler improvements. A decision to turn hot water off to save costs was made. **Action: TL** to check feasibility with gas maintenance and follow up scheduling in the efficiency changes.

7.2. Low Fields: A verbal update was received on works carried out since last meeting.

7.2.1. 3 large bins and dog waste bins were replaced on low fields. Funding from Coop was requested but not secured.

7.2.2. Further quotes for flooding area at Mill row path are being received. **Action: JP** to send the estimates to landowner, who should cover the costs since run off from their field is causing the issue.

7.2.3. Football pitches are under maintenance, with goal posts removed.

7.2.4. A height restriction barrier to the car park is being investigated. Low fields will be secured with a coded padlock gate. **Action: TL** to request quote for gate and height restriction barrier. Committee agreed that staff would be paid for managing the opening / closing of barrier. **Action: CD** to request that the FC inform us if they are using Low fields during the week so we can save costs on closing the barrier, if it will be used shortly after.

7.3. Reading Room: A verbal update was received on works carried out at the Reading Room since the last meeting.

7.3.1. Child locks have been fitted to kitchen cupboards.

7.3.2. Electricity checks being completed on 15th June, with the light in store cupboard being changed.

7.3.3. **Action: CD** to arrange to sort out store cupboard with Caretaker.

7.3.4. Noise dampening experiment in hand with Cllr Lees.

7.3.5. A contractor visited the site to advice on damp. It was agreed to progress with a quote to his suggested solution.

7.3.6. Clock – currently waiting to receive quote on repairs to the clock.

7.3.7. **Action: CV/CD** to investigate heritage funding for Clock, damp, and upgrading of flooring and toilets.

7.4. Defibrillators: There are 4 defibrillators that are discontinued. Grants are being sourced to replace them, with Community consultation already captured. **Action: NE** to provide a spare battery from the Memorial Hall. **Action: CV/CD** to investigate defibrillator replacement costs and available grants.

7.5. Play Parks:

7.5.1. New signage was agreed for both playparks. It was agreed that pictures are needed on it. **Action: CD/CV** to decide on visuals and update the order.

7.5.2. **Action: CV** to source quote for replacement matting and sleeves for the rotary swing.

7.6. Pavilion hiring:

7.6.1. We are receiving hiring enquiries and following them up on a case-by-case basis.

7.6.2. Access to Pavilion impacts hiring capabilities and needs further discussion.

7.6.3. **Action: CV/CD** to work on a pricing structure.

7.7. Other:

7.7.1. Access to the Pony Paddock via Walkers Way is progressing.

7.7.2. Metal fence on the Village Green – It was agreed to plant Hornbeam in front of the fence. RAGS have offered to do this before March next year.

7.7.3. Cell phone tower – a report on coverage and capacity in the area was circulated. **Action: TL** to investigate further.

7.7.4. Advertising – currently waiting to hear from Taylor Wimpey regarding paying for consent costs for advertising. **Action: CV/CD** to work out advertising capabilities in Low Fields, including sizes, costs and revenue possibilities.

7.8. Coach House – there are still items to be removed and taken to Pavilion. **Action: CD** to arrange use of trailer with TL.

8. FINANCES (26/008)

1.1. Summary financial reports of payments and receipts were made available. **Action: CD** to create budget tracker.

9. CAPTURE OF FUTURE ISSUES FOR DISCUSSION / AGENDA ITEMS (26/009)

9.1. Updates on the following:

- Cell Mast
- Shutter replacement
- Meeting with Architect
- Noise dampening experiments.

2. NEXT MEETING – To agree the date of the next meeting. **Action: CD** to arrange next meeting date.