



Barrowby Parish Council

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MINUTES OF THE BARROWBY BUILDING AND ASSETS (B&A) COMMITTEE MEETING HELD ON MONDAY 5TH OCTOBER AT THE READING ROOM

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

MEETING OPENED: 7.30pm

1. WELCOME REMARKS BY THE CHAIRMAN (26/010)

- 1.1. Cllr Tim Lees (TL) 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), Cllr Jo Footitt (JF), Cllr Anna McConnell-Good (AG) Parish Clerk (PC) – Dr Claire Vink and Assistant Clerk (AC), Mrs Claire Dring.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (26/011)

- 2.1. Apologies received from Cllr Phil Cupit (PC), Mr Dave Parker (RAGGS representative)

3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATIONS IN ACCORDANCE WITH THE LOCALISM ACT 2011 (26/012)

- 3.1. No items were received.

4. APPROVAL OF MINUTES (26/013)

- 4.1. Minutes of the Committee meeting held on 9th June 2026 were agreed by those who attended, to be a true and accurate record.

5. ASSISTANT CLERK'S REPORT (26/014)

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

6. REPORTS FROM SUB COMMITTEES (26/015)

- 6.1. Report from RAGS: The new Orchard trees survived the challenging hot summer, and the PC are donating a further 2 Apple trees as part of the Isaac Newton Anniversary.
- 6.2. Report from the Flower Group: The PC thanked all the Volunteer members of the Flower Group who helped with the watering and management of the flower beds, despite the difficult conditions. They will be exploring climate change resistant planting to ease pressure on watering next year. The herb garden was established and is thriving. The flower group are Coop Community Champions, so residents who shop at the Coop are encouraged to scan membership cards, to benefit from this scheme.

7. BUILDING AND ASSETS MATTERS ARISING (26/016)

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

- 7.1.1. The hot water system has been updated and made more efficient, which should provide significant fuel savings. Repairs on shutters were carried out, a quote has been received to replace all the shutters over several years, this will be considered as part of the Pavilion Improvement Project.

- 7.1.1.1. **Pavilion Improvements:**

- A meeting to clarify grant conditions and use restrictions has been arranged with the Football Foundation, the Football Club and the Parish Council will be in attendance. **Action: PC/AC** to locate and review the original Football Foundation contract terms and conditions.
- The Committee discussed S106 funding options. **Action: AC** to contact Architect to arrange a further meeting with the Committee to establish feasibility of improvements and changes previously discussed and ask him to provide estimated associated costs.

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

- 7.2.1. Flooding – Cllr Durand (P) is in contact with the local landowner and his legal team to establish responsibilities on resolving the flooding issues affecting Mill Row path and Low Fields. **Action: JP** to follow up from the latest communications on 29.09.26.
Quotes have been received, with various options to manage the worst affected areas. **Action: PC** to follow up a further quote and site visit from another Contractor, giving us 3 quotes to evaluate and manage with the landowner.
- 7.2.2. A height restriction barrier to the car park will be investigated further as part of the wider Pavilion improvement project.
- 7.2.3. An opportunity to have a cell mast on Low fields continues to be investigated.
- 7.2.4. Storage and disposal of leaves from the village green is becoming an issue. Various options were discussed. **Actions: CD** to investigate with SKDC if there is a service available to us. **CD** to ask RAGGS if they are interested in using the leaves, **PC** to post on FB / Barrowby News if residents are interested in collecting and using leaves for mulch.
- 7.3. **Reading Room:** A verbal update was received on works carried out since the last meeting.
 - 7.3.1. Committee unanimously agreed to another preferred supplier of a local maintenance contractor. **Action: AC** to manage admin.
 - 7.3.2. Dampness has been improved since using the humidifier as a temporary solution. A damp report was requested, but has not been forthcoming, the Committee decided to progress without it and arrange for quotes for the French drain. **Action: PC** To instruct experienced Contractor to investigate and quote for a French drain.
- 7.4. **Defibrillators:** Unfortunately, the grant to update appliances was not accepted. There is further investigatory work to be carried out to optimise all the de-fibs across the village. It was agreed that the PC need to establish its obligations and there may be opportunities for other user groups / Clubs to sponsor or manage a unit. **Action: AC** to put Defib management as an Agenda item for the next meeting.
- 7.5. **Play Parks:** A verbal update was received on playpark repairs and management since the last meeting.
 - 7.5.1. New signage is complete and scheduled to be fitted.
 - 7.5.2. The Committee unanimously agreed to Cllr Tim Lees' proposal to accept Proludic to manage the annual maintenance contract for both parks, and to fully replace chains and seats for the rotary swing in the village green. The following actions were also agreed: **Action: AC** To investigate if there is an alternative option to replace worn / separated matting, to contact Proludic to accept maintenance contract, to instruct Proludic to deliver rotary swing seat and chain covers, to order covers for toddler see-saw to cover protruding screws, and to instruct maintenance contractor to provide a quote to fit seats and chain covers to rotary swings, and adjust original repair quote.
- 7.6. **Pavilion hiring:**
 - 7.6.1. It was decided that it is not cost effective to have one-off party hiring requests at the Pavilion, the Committee unanimously agreed not to accept further bookings. As the Reading Room has a booking system, one off party bookings that come through will be triaged and accepted on a case-by-case basis, depending on the risk / reward.
- 7.7. **Other:**
 - 7.7.1. Access to the Pony Paddock via Walkers Way - talks continue with the allotment Committee, but no solution has been agreed. **Action: JP/TL** to research official documentation around access and ownership.
 - 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. Advertising around car park fence. **Action: CV/CD** to work out advertising capabilities in Low Fields, including sizes, costs and revenue possibilities, however this is lower priority.
 - 7.7.4. Coach House – there are still items to be removed and taken to Pavilion. **Action: CD** to arrange use of trailer with TL.
8. **FINANCES (26/017)**
 - 8.1. Summary financial reports of payments and receipts were made available. Tracking to plan, shutter maintenance is over budget.
9. **CAPTURE OF FUTURE ISSUES FOR DISCUSSION / AGENDA ITEMS (26/018)**
 - 9.1. Discuss and agree large maintenance projects, outside Community facility S106.
 - 9.2. Discuss contents and outcome of meeting with Football Foundation 15.10.26.
 - 9.3. Agree De-fib maintenance and management.
10. **NEXT MEETING – 16 Nov 2026, Reading Room.**