

BARROWBY PARISH COUNCIL

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MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON WEDNESDAY 23 JANUARY 2019 AT THE SPORTS PAVILION, BARROWBY

PUBLIC FORUM (7.00pm):

Two representatives from Barrowby Pre-School were in attendance. They requested permission for a Barrowby Pre-School sign on the roadside and permission to erect sails for shade in the outdoor area in the Summer months. Members agreed to consider including signage as part of the replacement roadside Pavilion sign. It was agreed that a full proposal for the sails will be made by Pre-School representatives at the April meeting.

Members walked about the facility to review items identified at the October meeting and noted that:

- Kitchen cupboard 6, belonging to Startright, requires a new lock. **Action: The Clerk to arrange a replacement.**
- Kitchen cupboard 11, belonging to the Cricket Club, can be emptied.
- The padlock to the CCTV cupboard is missing. **Action: The Clerk to purchase a new combination lock.**
- To ensure the security of confidential documents, it was suggested that Startright move their paperwork to cupboards 3 & 4 as it is believed they are the only key holders for these doors. **Action: The Clerk to contact Startright to suggest this.**
- The hot taps in CR4 are covered with plastic cups due to the extreme temperature of the hot water. **Action: The Clerk to arrange a plumber to attend based on Councillor Blackwell's recommendation.**
- Only Pre-School have a key to the far Store Room. **Action: The Clerk to arrange for a copy of this key to be made for the Committee.**

MEETING OPENED: 7.37pm

1. WELCOME REMARKS BY THE CHAIRMAN (18/019)

- 1.1 The Chairman, Councillor Cross welcomed Members to the meeting and thanked them for their attendance. Those in attendance: Councillor Inglis, Mr Milne, Councillor Blackwell & Mrs R Heyward (Clerk).

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (18/020)

- 2.1 Apologies were received from Mr Wise, Mr Harper & Mr Hynard. Mr Bramley & Mr Sackey were not in attendance.

3. COMMITTEE MEMBERS (18/021)

- 3.1 It was agreed that Mr Bramley and Mr Sackey will not remain on the Committee. It was agreed that Mr Hynard could be co-opted onto the Committee at the next meeting as a Football Club representative. Mr Harper expressed an interest to remain on the Committee, possibly as a Village Representative.
Action: The Clerk to update the email distribution list to reflect these changes.
Action: The Clerk to write to Mr Wright to ask if he would like to remain on the Committee as a Village Representative.

4. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (18/022)

- 4.1 Councillor Cross confirmed he is no longer Treasurer of the Football Club.

5. APPROVAL OF MINUTES (18/023)

- 5.1 The Clerk's notes of the Pavilion Committee meeting on 24 October 2018, having been proposed by and Councillor Inglis seconded by Mr Milne, were agreed to be a true and accurate record and were

passed by resolution of the Committee. Those Members of the Committee who were not present at the meeting abstained from the vote. The minutes were duly signed and dated by the Chairman.

6. CLERK'S REPORT (18/024)

- 6.1 Members noted the Clerk's Report detailing actions taken since the October meeting.
- 6.2 Members considered a quote to replace the CCTV monitor before agreeing that the current equipment seems to be adequate.
Action: The Clerk to confirm the dates and details of All Secure's last visit to attend the CCTV and to ask the Caretaker, Mr McCoy, what training he has been given.
Action: The Clerk to arrange a new combination lock for the CCTV cupboard.
Action: The Clerk to confirm that the two fire extinguishers in the Store Cupboard were tested by All Secure.
- 6.3 Members considered two quotes for the replacement of the wooden posts surrounding the car park. The replacement of the posts with concrete kerbs was considered but it was agreed this would not offer a sufficient deterrent to parking on the grass.
Action: The Clerk to seek a third quote.
- 6.4 It was noted that the initial works to repair the shutters has been satisfactorily completed. It was noted that the main door shutter has since wrapped itself and the Clerk reported that SGD had been instructed to attend to repair this on 29th January.
- 6.5 The Clerk reported that the Football Foundation will not be in a position to replace the sign until late Spring. The Clerk also reported that the insurance company were seeking details of the damage in order to progress the claim – some of this information was provided by the Committee at this meeting.
It was agreed that a replacement sign could include details of hirers if they wish to be included e.g. Pre-School.
Action: The Clerk to report details of the incident to the insurance company.
Action: The Clerk to seek comparable quotes for the sign, based on a description given by Members.
- 6.6 The Clerk reported feedback from Caretakers that the main door lets in water during heavy rain.
Action: The Clerk to seek a quote from Nic Barker to create a channel with a soak away, covered by a grid immediately outside the main door.
- 6.7 Following feedback from user groups and Caretakers it was agreed to purchase a replacement vacuum.
Action: The Clerk to research cost for a like for like replacement and circulate to the Committee.
- 6.8 Members discussed reports of the gate being repeatedly left open overnight and possible ways to prevent this. It was agreed that there is enough signage stating that unauthorised car park users are at risk of being locked in and that Pavilion users should ensure the gate is locked when they leave. It was noted that two of the lock boxes are broken and that once they are replaced, all combinations, including that of the main gate will be changed.
Action: The Clerk to order two new lock boxes.

The two representatives from Barrowby Pre-School left the meeting at 8.22pm.

7. USER GROUPS' REPORTS (18/025)

- 7.1 Members discussed correspondence from Bingham Cricket Club. It was agreed that there are several points which the Committee would like to clarify:
- What existing equipment do Bingham Cricket Club not need and what do they want to keep?
 - What other equipment would they want to bring and store on site?
 - Should they fail to set up a junior team, the Committee would look to charge them £250.00

which could have been forthcoming through another junior coaching scheme.

- What heavy plant would be used on the square and what impact could this have by crossing the football pitches?
- Can they provide a detailed action plan of how the pitch improvements would take place, including timescales?
- Prior notice of all fixtures would be required so as to avoid any clashes with the Football Club.
- Whilst the Committee are provisionally in agreement with the first two year's proposal, any subsequent extension to the agreement would be at the consideration of the Committee.
- Any application for Parish Council funding should be made by completion of the official form.

Action: The Clerk/Councillor Cross to write to Bingham Cricket Club posing the Committee's questions and arranging a Saturday morning meeting.

Councillor Cross read out an email from Mr Sackey detailing that all Barrowby Cricket Club equipment should be removed by end of March. The email also contained a request that the Committee consider waiving the £200.00 Belvoir Bees invoice as a gesture of good will. The Clerk confirmed that a payment of £845.00 had been received from Barrowby Cricket Club on 22nd January.

Action: Councillor Cross to arrange a meeting between Mr Sackey & Mr Harper & Bingham Cricket Club to discuss dispersal of the equipment.

Members also considered a request from the Football Club to store goals in CR3. It was agreed that this should not happen until it is known what cricket equipment will be retained and how much room this will occupy in the store.

- 7.2 Members agreed in principle to Barrowby Pre-School having a roadside sign and that the Clerk would seek a quote to include this on the replacement roadside sign.
- 7.3 Members noted a request from Bridge Club to play 14 league matches at the Pavilion on Wednesday evenings later in the year.
Action: The Clerk to add the dates to the Pavilion Calendar and arrange for the Caretaker to open and close.
- 7.4 Members noted feedback from a meeting with representatives from Startright in December. The Clerk reported that Startright have now paid all outstanding debts.

8. FINANCE REPORT (18/026)

- 8.1 Members noted the Pavilion income received to January 2019.
- 8.2 Members noted the Pavilion expenditure to January 2019.
- 8.3 Members reviewed the budget monitoring spreadsheet to January 2019.
- 8.4 Members received a report on outstanding debtors.

9. DATE OF NEXT MEETING (18/027)

- 9.1 17th April 2019.

The Chairman closed the meeting at 9.17pm