

# BARROWBY PARISH COUNCIL

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## DRAFT MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON WEDNESDAY 17<sup>th</sup> APRIL 2019 AT THE SPORTS PAVILION, BARROWBY

### PUBLIC FORUM (7.00pm):

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

- The Store requires tidying up following the removal of the cricket equipment.
- The water pressure issue causing the F25 fault code on the boiler was fixed during the walk about.
- Kitchen cupboard 6 still needs a new lock. **Action: The Clerk to arrange with the Caretaker if Startright require it.**
- Kitchen cupboard 11 needs emptying. **Action: Mr Hynard to arrange this.**
- The padlock for the CCTV cupboard had not been fitted. This was done during the walk about with the Clerk retaining the combination.
- The two new external lock boxes have not been erected. **Action: The Clerk to ask the Caretaker to put these up.**
- New brackets are required to replace damaged ones on the guttering downpipes. **Action: Mr Wise to provide details of the brackets needed and the Clerk to order them.**

### MEETING OPENED: 7.23pm

#### 1. WELCOME REMARKS BY THE CHAIRMAN (18/028)

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

#### 2. APOLOGIES FOR ABSENCE & REASONS GIVEN (18/029)

- 2.1 Apologies were received from Mr Harper.

#### 3. CO-OPTION (18/030)

- 3.1 Mr Hynard was co-opted to the Pavilion Committee following a proposal by Councillor Blackwell which was seconded by Mr Milne by and passed by resolution of the Committee.  
**Action: The Clerk to send Mr Hynard a DPI Form to complete.**

#### 4. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (18/031)

- 4.1 It was agreed that members with an interest in any particular item on the agenda should declare it during the meeting and whilst they would be able to partake in discussions, they would not be able to vote on said item.

#### 5. APPROVAL OF MINUTES (18/032)

- 5.1 The Clerk's notes of the Pavilion Committee meeting on 23<sup>rd</sup> January 2019, having been proposed by Councillor Blackwell and seconded by Councillor Inglis, 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 (18/033)

- 6.1 Members noted the Clerk's Report detailing actions taken since the January meeting.
- 6.2 Members noted the resignation of Mr Wright from the Committee. It was suggested that Mr Harper could, if he wished, remain on the Committee as a village representative.

**Action: The Clerk to include for discussion at the next meeting.**

6.3 The Clerk reported that Mr Barker, of Mitsi Landscapes, had been awarded the contract to replace the wooden posts. Mr Barker is currently recovering from a broken arm and will complete the work in the near future.

6.4 Members discussed a quote from Mitsi Landscapes to install channelling outside the main door to stop water running into the building in heavy rain. Members looked in detail again at the requirements and agreed that extra drainage/soakaways are not required.

**Action: The Clerk to obtain a revised quote from Mitsi Landscapes.**

Members also considered the health and safety hazard posed to children by the presence of gravel in the gully surrounding the building in the pre-school outdoor area. Members were in agreement to seek a quote to remove the gravel and cover the gully with a grid as has already been done on other exteriors of the building. Members also agreed that, if the quote was reasonable, this cost would be borne by the Pavilion Committee.

**Action: The Clerk to arrange for Mitsi Landscapes to quote for this.**

6.5 Members considered the current disrepair of the main door and the fact that the shutter is not fully closing.

**Action: The Clerk to chase SGD who should have installed a new shutter motor on 14<sup>th</sup> March.**

**Action: The Clerk to ask the Caretaker to sand and paint the main door and to fix the beading.**

6.6 The Clerk reported having sent all the requested information available to the insurers regarding the damaged roadside sign. The insurers are requesting photographs of the damaged sign which the Committee do not have. Mr Wise provided the Clerk with an accident reference number and incident number to pass onto the insurance company so that they can make a fee paying enquiry to progress matters.

**Action: The Clerk to pass the information onto the insurers.**

6.7 Members heard a report that the manhole cover in the car park was again broken.

**Action: The Clerk to ask Neil McBride to quote for a heavier duty cover, suitable for highway use.**

6.8 Members heard a report from the Caretaker regarding several internal doors requiring repairs. Members agreed to accept a quote for £220.32 from Phoenixpmc to repair them. This was proposed by Mr Hynard and seconded by Councillor Inglis. It was also noted that the players' entrance door closing mechanism is bent.

**Action: The Clerk to instruct Phoenixpmc to carry out the repairs and to look at the players' entrance door mechanism.**

## **7. USER GROUPS' REPORTS (18/034)**

7.1 Members noted an update from Bingham Cricket Club received on 24<sup>th</sup> March and that the first training session has taken place and was seemingly successful.

7.2 Members noted that the roller, mowers and petrol cans belonging to Barrowby Cricket Club have been removed from the Store. Members agreed that upon installation of the two new external lock boxes, the combination for all the lock boxes should be changed from 1<sup>st</sup> May.

**Action: The Clerk to arrange the change of the combination with the Caretaker and let the relevant parties know.**

7.3 Members noted correspondence from Barrowby Pre-School stating that they no longer wish to erect sails in the outdoor space.

7.4 Members noted that G&SK Bridge Club will be extending their hours of hire on a Monday and Tuesday evening and have asked that the room be set up and packed away by the Caretaker. The Bridge Club will also now be using the Pavilion's tables (plus three new like for like tables which they have donated). Members agreed that the hire fee will rise to £50.00 per day from 1st May 2019,

fixed for 12 months, to cover both the extra hire of the building and the Caretaker's extra wages.  
**Action: The Clerk to inform G&SK Bridge Club of the new hire charges.**

**8. FINANCE REPORT (18/034)**

8.1 Members noted the Pavilion income received to April 2019.

8.2 Members noted the Pavilion expenditure to April 2019.

8.3 Members reviewed the budget monitoring spreadsheet to end of March 2019.

All members were in agreement to waive the Cricket Club outstanding debt of £200.00 in relation to Belvoir Bees.

**Action: The Clerk to arrange for this to be proposed to the full Parish Council.**

Mr Hynard requested permission to seek a quote from Bingham Cricket Club's groundsman to spray the field. Members were in agreement, providing that the correct licences are held by the groundsman and that details of all chemicals used are provided beforehand. Members were asked to consider how a quote that might include the cricket pitch would be split.

**Action: Mr Hynard to obtain a quote and send it to the Clerk for circulation. The Clerk to ask members for a response to the quote via email.**

**9. DATE OF NEXT MEETING (18/035)**

9.1 17<sup>th</sup> July 2019.

**The Chairman closed the meeting at 20.07pm**