

BARROWBY PARISH COUNCIL

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MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON WEDNESDAY 28th OCTOBER 2020, VIA ZOOM VIDEO CONFERENCE

PUBLIC FORUM (7.00pm):

Mr Lee Coulson (see item 6.8) and Mr Dave Parker (see item 6.2) were present at the public forum.

MEETING OPENED: 7.15pm

1.. WELCOME REMARKS BY THE CHAIRMAN (20/040)

- 1.1 Chairman Councillor Brian Inglis welcomed members to the meeting and thanked them for their attendance. Those in attendance: Mr Milne, Mr Young, Mr Wise, Mr Blackwell and Mrs Neale (Assistant Clerk).

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (20/041)

- 2.1 Apologies had been received from Mr Maylard-Mason and Councillor Lees.

3. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (20/042)

- 3.1 There were none.

4. APPROVAL OF MINUTES (20/043)

- 4.1 The Assistant Clerk's minutes of the Pavilion Committee meeting on 24th August 2020, having been proposed by Mr Young seconded by Mr Wise, were agreed to be a true and accurate record and were passed by the Committee.

5. CLERK'S REPORT (20/044)

- 5.1 Having been approved at the previous meeting, views have been obtained from three different independent sources including the Fire Inspector, Emmerson Doors Technicians and Avanti windows and the consensus is that the emergency handle is permitted and meets fire regulations, however it needs to be mounted at shoulder height so as to allow a person in a wheel chair to operate the handle. This is supported by the guidance in the Fire Risk Assessment Government Guidelines document. Following these changes and an inspection from Avanti the committee have finalised agreement of the new door at a price of £2,400.00.

Actions: Assistant Clerk to confirm to Avanti. Information to be sent to Clerk for approval from Council. Veranda door to also have handle lowered action Mr Wise.

- 5.2 An update was given regarding the Covid current rules. Nothing has changed since previous meeting. One query was received regarding number of people allowed in the building and in the function room. This has been assessed and updated.
As a worship group the Baptist were allowed 30 but they split their session to reduce numbers. The Baptist Group will now be moving back to the memorial Hall due to timing of availability of the Pavilion so that they can have morning sessions but thanked the Committee very much for their kind help in the short term.

- 5.3 Mr Young gave an update on the Minor Works/ Repairs list.

Action: Councillor Inglis to chase work allocated to Mr Summerfield. Mr Milne to look at alternative options.

- 5.4 It was noted that we do not hold or know where the maintenance inspection records are for the period between 2015 and 2020 despite our best efforts to locate these records which will be ongoing. We believe the maintenance has been completed in most cases but have no certificates or records of this except records of payments to suppliers.
The Assistant Clerk has produced a new file for all certificates and records of work from 2020 onwards.

Action: Assistant Clerk to keep up to date. Assistant Clerk to book Mussons for Gas Service to be carried out during Christmas School Holidays.

6. USER GROUPS' REPORTS (20/2045)

- 6.1 Mr Young proposed and Mr Milne seconded the purchase of a new Microwave for the kitchen, model Beko MOC20100W Compact Solo Microwave in White at a cost of £69. Also a Monitor for the CCTV model HIKVISION DS-DSD19QE-B 18.5" LCD Monitor Black £119.99 and HDMI Cable £14.99.

Action: Assistant Clerk to forward for inclusion in Parish Council meeting and ask Clerk to purchase. Mr Young happy to collect from Curry's when purchased.

- 6.2 Mr Dave Parker attended the meeting to update on tree planting proposals. The project is based around protecting the local environment. Planting could be possible around the south western boundary also a possibility of planting in the Car park. A high pressure gas pipeline has been identified that currently has trees growing too close to it; these are to be removed leaving an area six meters wide on each side of the pipeline.

Action: Trees currently on gas line to be removed JW/JY/DP. Following proposals and further information on developments to by the football club, Mr Parker will work with committee regarding new planting.

- 6.3 Mr Young gave an update on the pitch maintenance and improvements works including aerating, reseeding and fertilising which is all now complete.

- 6.4 Mr Young updated the group on the Business plan that had been put together with Councillor Inglis and Assistant Clerk Lisa Neale.

Action: Assistant Clerk to forward Plan to Clerk for inclusion in Finance meeting.

- 6.5 Fire Risk Assessment

Following receipt of the Fire Inspection Report we are taking actions as shown in the report recommendations. A number of these are listed below:

Actions: 1. Push Pads to be lowered, this will also be included in the ordering of the new door.

2. Additional fire extinguisher at the players door.

3. Smoke detector in the cleaner's cupboard. Mr Young to talk to Ian Smith Electrical

Actions:

Mr Young and Mr Wise to brief Pre School on Emergency Plan also brief Caretakers.

Mr Young to also talk to Ian Smith Electrical regarding control panel.

Assistant Clerk to print Fire Action Signs for display (x6).

- 6.6 Mr Young updated on the fire arrangements for the players entrance door.

- 6.7 Following a meeting with the Clerk a contract is to be put together for both Bingham Cricket Club and Barrowby Juniors Cricket Club. A charge of £50 per session for Bingham cricket club and £1 per session for the Barrowby Juniors was proposed which is half the average cost and reflects the work that is done to maintain the square and field. This was proposed by Mr Milne, seconded by Councillor Blackwell and all were in agreement. The committee would welcome a representative solely from the Barrowby Juniors to join the committee.

Action: Assistant Clerk to put together letter and pass with committee. Also to obtain a constitution from Barrowby Juniors.

- 6.8 Mr Lee Coulson, chairman of the Football Club ran through a proposal of a 3G all weather football pitch. The committee are initially open to the proposal. All in agreement.
Action: Mr Coulson to come back to the committee with a detailed report and requirements that need to be met.

7. FINANCE REPORT (20/46)

7.1 & 7.2 Pavilion Income and Expenditure was reported the only query is the cost of electric during September. **Action: Electric costs to be investigated.**

8. DATE OF NEXT MEETING (20/047)

8.1 Wednesday 20th January 2021 @ 7pm
The Chairman closed the meeting at 21.15pm.