

# BARROWBY PARISH COUNCIL

Mrs L Neale, Assistant Clerk  
Field Cottage, Wycomb, Melton Mowbray, Leics, LE14 4QG  
Email: [lisa.barrowby@gmail.com](mailto:lisa.barrowby@gmail.com)  
Tel: 07734 967281

## MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON TUESDAY 28TH JULY 2020, VIA ZOOM VIDEO CONFERENCE

### PUBLIC FORUM (7.00pm):

No public presence at meeting.

### MEETING OPENED: 7.15pm

#### 1. ELECTION OF CHAIRMAN / VICE CHAIRMAN and CO-OPT NEW MEMBER

- 1.1 Mr Young proposed and Mr Milne seconded that Councillor Inglis be elected as Chairman. Mr Milne proposed and Councillor Inglis seconded that Mr Young become Vice Chairman. Councillor Inglis proposed and Mr Milne seconded that Councillor Lees be co-opted onto the committee.

#### 2. WELCOME REMARKS BY THE CHAIRMAN (20/025)

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

#### 3. APOLOGIES FOR ABSENCE & REASONS GIVEN (20/026)

- 3.1 Apologies had been received from Mr Blackwell and Councillor Lees.

#### 4. TO RECEIVE DECLARATIONS OF PECUNIARY INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (20/027)

- 4.1 There were none.

#### 5. APPROVAL OF MINUTES (20/028)

- 5.1 The Clerk's minutes of the Pavilion Committee meeting on 25th June 2020, having been proposed by Mr Milne seconded by Mr Young, were agreed to be a true and accurate record and were passed by the Committee.

#### 6. CLERK'S REPORT (20/029)

- 6.1 Mr Young updated on the Shutters. Emmerson Doors are doing a site survey on Thursday 30<sup>th</sup> July at 9am.
- 6.2 The committee all agreed to use Avanti for the replacement main door.  
**Action: Assistant Clerk to contact Avanti to see when the work can be completed and confirm quote.**
- 6.3 The code for the gate at the entrance has now been changed and passed to only those that need it. No further actions required.
- 6.4 The committee reviewed the quotes for decorating and all agreed to use Mr John Mason.  
**Action: Assistant Clerk to contact Mr Mason to make arrangements.**
- 6.5 Assistant Clerk updated on replacement sign.  
**Action: Assistant Clerk to continue liaising with insurance broker for claim payment.**

- 6.6 The committee reviewed the new Terms of Reference, three queries were noted.
1. Point 6 - we would like to provide a list of jobs and preferred suppliers.
  2. G Accounts point 2 - should this read £1,000 ? If not please could the amount be raised to at least £500.00 so that we can be more efficient at getting jobs done.
  3. A point 3 – Add trees and hedges to this point.
- Action: Assistant Clerk to pass these queries to Clerk**
- 6.7 Holiday update – the caretakers will be away 16<sup>th</sup> – 18<sup>th</sup> August. Assistant Clerk holiday w/c 17<sup>th</sup> August.
- 6.8 Mr Young gave an update on the Covid working group meeting. Meeting notes will be issued when available. Risk assessments and questionnaire will be sent to users.

## **7. USER GROUPS' REPORTS (20/2030)**

- 7.1 The proposal for the new base and container has been approved in principle by the Parish Council. There will now be a consultation process with local residents prior to the Parish Council applying for planning permission. The Football representative for this project is Mr Tim Clayton
- 7.2 The committee were all in agreement to go ahead with roof repairs to the tiles and accepted the quote from our preferred supplier.
- Action: Assistant Clerk to book and inform John Young and Trev Milne of date.**
- 7.3 The review and plan for reopening will be included in the Covid working group meeting. The football club are to supply a toilet attendant and cleaner during their sessions.
- 7.4 The maintenance timetable is currently being updated. This will include a work timetable/plan and preferred supplier.
- Action: Assistant Clerk to continue to liaise with Caretakers and suppliers to update. Assistant Clerk to contact All Secure for a refresher on using CCTV and also battery life. Assistant Clerk to arrange with Manor Carpets for carpet to be cleaned when all work completed and before return of Pre School.**
- 7.5 The cherry trees may need some attention, monitor and see if they come back next year. Also the big tree behind the football pitch is weeping sap, again monitor as may need branch removing.

## **8. FINANCE REPORTS (20/031)**

- 8.1 Members noted pavilion income which has obviously taken a hit during to Covid 19.
- Action: Assistant Clerk to ask Clerk to transfer the £10K support fund from the Government.**
- 8.2 Members noted pavilion expenditure.

## **9. DATE OF NEXT MEETING (20/032)**

- 9.1 Monday 24<sup>th</sup> August 2020 @ 7pm

**The Chairman closed the meeting at 20.15pm.**