

BARROWBY PARISH COUNCIL

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MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON TUESDAY 1ST NOVEMBER 2022 AT THE SPORTS PAVILION, BARROWBY

PUBLIC FORUM (6.45pm): There were no members of the public present.

MEETING OPENED: 7.00pm

1. WELCOME REMARKS BY THE CHAIRMAN (22/020)

- 1.1. The Chairman welcomed members to the meeting. Those in attendance: Councillor Lees, Mrs Hooper, Mr Hardy, Mr Milne, Mr More (representing the Football Club) and Assistant Clerk Mrs Dring.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (22/021)

- 2.1. Apologies were received and accepted for Mr Clayton and Mr Blackwell.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (22/022)

- 3.1. None received.

4. APPROVAL OF MINUTES (22/023)

- 4.1. Notes of the Pavilion Committee meeting held on 27th September 2022, having been proposed by Councillor Lees and seconded by Mr Hardy, were agreed to be a true and accurate record, and approved by the Committee.

5. ASSISTANT CLERK'S REPORT (22/024)

- 5.1. The contents of the Clerk's Report with regards to actions from previous minutes were noted.
- 5.2. Storage Containers – Councillor Lees provided an update - containers have been ordered and delivery arranged, with overhanging trees arranged to be cut down along the access road to ensure ease of access. The invoice for the larger container has been forwarded to the Football Club for payment.
- 5.3. Hedges and tree cutting. The committee agreed that other than cutting trees for road access, and any emergency work that should arise, general tree cutting maintenance will be pushed back to next years 23/24 budget. Mr Hardy informed the Committee that the Cricket Club will ensure the trees and hedges along the boundary lines are maintained so they do not affect play, offer was gratefully received.
- 5.4. Cleaners contract – The Committee agreed to include an additional 1 hour per month to cover the changing rooms, if required, and/or any other miscellaneous cleaning tasks. **Action:** Assistant Clerk will update the Cleaners contract to reflect the agreed changes and present to Cleaner for agreement.

6. USER GROUP' REPORTS (22/025)

- 6.1. The minor works and defects spreadsheet was reviewed. **Action:** Assistant Clerk to update the status of outstanding maintenance repairs which were discussed.
- 6.2. Update from the Football Club: The Football Club are planning to discuss the use of the new pitch situated next to the cricket field, which may cause potential problems during the cricket season. **Action:** Mr More to ensure Mr Hardy is updated by the Football Club to discuss their proposal. Mr More reported that the Football Club continues to expand their membership, they continue to work within the Community and are planning charitable events. **Action:** Assistant Clerk to ask Mr Clayton to provide more information to the Committee around their long-term vision in the next meeting

- 6.3. Update from the Cricket Club: Repairs to the score board are in hand and within the quote agreed. The Cricket Club continues to establish itself, picking up some awards and finished the season with a squad of 30, working with 75 juniors over the summer. A facilities inspection is scheduled, and the AGM is 13 November. The Club are now eligible to apply for grants and are looking in to improving the Digital infrastructure of the facilities.
- 6.4. Update from pre-school: An Ofsted report Picked up questions around the CCTV. **Action:** Councillor Lees and Mr Milne to confirm it is working. **Action:** Assistant Clerk to order 'CCTV in operation' signage and create a CCTV policy. **Action:** Assistant Clerk to check with Parish Clerk if the Parish Council entertainment license covers the Pavilion.
- 6.5. Signage at Low Fields entrance – A quote and mock-up was reviewed. The Football Club and Cricket Club are planning to add their sponsors to an additional sign. **Action:** Assistant Clerk to request if the Cricket Club logo resolution can be improved, and feedback additional costs to the committee for final approval. Further signage is required - The use of dog-waste bins, CCTV, and keeping out of the Pre-school play area. **Action:** Assistant Clerk will arrange additional signage requests.
- 6.6. Hiring the Pavilion – The Committee agreed to hire out the Pavilion on a trial basis. A hiring request was received from a local resident which is being considered. A booking form was created and reviewed. **Action:** Assistant Clerk will contact the resident for more information on the hiring request and update the booking form with further information on security. Next steps are for the Committee to approve the hiring process and agree a start date.
- 6.7. Purchase of a new Dog waste bin on Low fields. 3 quotes were received, and the Committee approved the cheapest quote. **Action:** Assistant Clerk will check with the Parish Clerk if the Cheapest quote is like for like before placing order.
- 6.8. Grass- cutting maintenance quote for 23/24 – Agreed. Proposed by Councillor Lees, Seconded by Mr Milne.
- 6.9. Decorating changing rooms – not agreed, to be reviewed again next year. **Action:** Assistant Clerk to inform contractor.
- 6.10. Picket Fencing – the quote was not approved. **Action:** Councillor Lees and Mr Milne to make emergency repairs. **Action:** Assistant Clerk to inform contractor.
- 6.11. Key holders list – There are still some keys to be handed back. **Action:** Assistant Clerk to finalise policy and circulate. **Action:** Mr Milne to get keys back from Contractor. **Action:** Assistant Clerk to ensure anyone holding spare keys (mainly for the barrier) are handed back. **Action:** Assistant Clerk to get a new set of keys cut to be used by contractors under a controlled process.
- 6.12. New Co-op and offer to be involved in a local Community project. Committee made aware of the Co-op's offer to be involved with community projects.
- 6.13. Parking, barrier, and car park extension – The committee discussed some of the issues with the barrier and lack of parking spaces. A temporary solution would be to buy markers to identify parking bays. It was agreed that no further action will be taken at this time and will be reviewed again in the Spring. **Action:** Councillor Lees will feedback discussion outcome to the Parish Council.

7. FINANCES (22/026)

- 7.1. Budget to date was noted and reports made available. The provisional budget for the Business Plan for 22/23 was discussed and the Committee made aware of our current position. **Action:** Mr More to add Agenda item to the next Football Committee to discuss increasing hire charges and then feedback.

8. DATE OF NEXT MEETING (22/027)

- 8.1. Next meeting date - Tuesday 6 December.
- 8.2. The meeting closed at 21.20.