

BARROWBY PARISH COUNCIL

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MINUTES OF THE BARROWBY PAVILION COMMITTEE MEETING HELD ON TUESDAY 23RD JULY 2024 AT THE READING ROOM, BARROWBY

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

MEETING OPENED: 6.45pm

1. WELCOME REMARKS BY THE CHAIRMAN (24/019)

- 1.1. The Chairman, Councillor Tim Lees welcomed members to the meeting. Those in attendance: Councillor Lees, Councillor Rorie Beswick-Parsons, Councillor Nigel Eaton, Mrs. Louise Ritchie, Mr. Joe Clarke, Mr. Dave Pearce and Assistant Clerk, Mrs Claire Dring.

2. APOLOGIES FOR ABSENCE & REASONS GIVEN (24/020)

- 2.1. Apologies were received from Mrs Anna Mc Connell-Good and Mrs Rajith Saleem. Mr Trevor Milne has resigned, and the Committee thanked him for his hard work and appreciate his continued support he has offered if needed.

3. TO RECEIVE DECLARATIONS OF INTEREST AND REQUESTS FOR DISPENSATION IN ACCORDANCE WITH THE LOCALISM ACT 2011 (24/021)

- 3.1. None received.

4. APPROVAL OF MINUTES (24/022)

- 4.1. Minutes of the Pavilion Committee meeting held on 4th June 2024 were agreed by the Committee to be a true and accurate record.

5. ASSISTANT CLERK'S REPORT (24/023)

- 5.1. The contents of the Assistant Clerk's Report with regards to actions from previous minutes were noted.

6. MAINTENANCE (24/024)

- 6.1. The minor works and defects spreadsheet was reviewed, records have been updated with repairs carried out since the last meeting and progress on outstanding repairs.
Further actions were required on several items:
 - **Action:** Assistant Clerk to contact Septic Tand waste disposal contractors to investigate why the tank is smelling.
 - New keypads have been installed to the main shutter doors. Mr. Joe Clarke will manage the distribution of the code to the FC coaches. It was agreed that the code should be changed at the start of each school term. **Action:** Assistant Clerk to arrange changing the key code and distribution to those who need to know.
 - **Action:** Assistant Clerk to move ladder in the cleaning cupboard to the changing rooms.
 - **Action:** Mr. Joe Clarke to ensure all holes where the goal post have been removed are covered to avoid injuries.
- 6.2. Barrier security system – it was agreed by the Parish Council that the barrier will be open during the summer holidays from 8am – 4pm. **Action:** Assistant Clerk will monitor activity over the summer, and a decision will be made in the next meetings regarding using outside security contractors to let people out if locked in.
- 6.3. Fire doors at the Pavilion – A fire door inspection is required to ensure we meet safety regulations. **Action:** Assistant Clerk to arrange an inspection and a fire risk assessment.
- 6.4. Advertising boards around the carpark fence on Low fields was discussed – It was agreed by the committee to offer advertising boards to local businesses for an annual fee. **Action:** Assistant Clerk to start coordination of this revenue making initiative.

- 6.5. Additional groundwork on Low fields – a quote was received, and it was agreed that additional work is necessary during the winter months to help reduce drainage problems. Proposed by Councillor Lees and seconded by Councillor Eaton. **Action:** Assistant Clerk to inform contractor to schedule the work.

7. USER GROUP REPORTS (24/025)

- 7.1. Update from the Football Club – the new season starts at the end of August. There are some casual training sessions taking place by coaches on Low fields. **Action:** Mr. Clarke to ask coaches to inform PC of any regular training activities outside the season.
- 7.2. Update from the Cricket Club – The season is going well, and the cricket square is in good condition. More coaches are needed. **Action:** Mr Clarke has offered to help with recruiting new members and coaches through their football club social platforms. **Action:** Assistant Clerk to arrange a meeting with Mr. Pearce to review the Cricket club Agreement. **Action:** Mr. Pearce to inform members not to park on the grass at the top car park.
- 7.3. Update on Pre-school – Mrs. Ritchie has left her position of Pre-school Manager but has agreed to be their representative on the Committee. There are on average of 12 children per day from September and further enquiries are being received for January. On-going advertising is still necessary to maintain numbers. Extended hours are in place and reported to be working well.
- 7.4. Update on Pavilion hiring – The main building is being hired during the school holidays by a children’s physio. There are no other hirings currently.
- 7.5. Update from Barrowby Events Team – the team are working hard organising the summer fete on 24 and 25 August. Mr. Pearce is trying to organise a ‘quick cricket’ soft ball event over the weekend and managing the bouncy castles. More volunteers are needed to help on the day, Mr Pearce and Mr Clarke have agreed to advertise and distribute flyers. **Action:** Assistant Clerk to send event advertising flyers when they are ready to Mr. Pearce and Mr. Clarke.

8. UPDATE ON CAPITAL PROJECTS AND GRANTS (24/026)

- 8.1. Path Lighting – a grant application has been submitted. Updated quotes have been received, but one is still outstanding. A further quote is required. **Action:** Councillor Lees to provide contact for another quote.
- 8.2. Car park improvements – a summary on the status of the plans to improve and extend the car park has been circulated. The plan is to extend the gravel and put car park markers in place, there are some complications due to the location of the gas pipelines. Plans are ongoing. **Action:** Assistant Clerk to arrange to complete a survey on how many cars are using it during Football weekend fixtures to compare effectiveness.
- 8.3. Drainage issues on Low Fields – a summary on the status of this issue has been circulated. **Action:** Assistant Clerk to put further discussion on agenda for next meeting and speak to a contact who works for an environmental governing body for further guidance.

9. FINANCES (24/027)

- 9.1. Budget to date was noted and reports made available. **Action:** Assistant Clerk to continue to check utility bills and take regular meter readings.

10. DATE OF NEXT MEETING (24/028)

- 10.1. Next meeting date – 24 September 2024
- 10.2. The meeting closed at 20.30