

PAVILION COMMITTEE MEETING

Monday 28th October 2024

MINUTES

In Attendance: Cllrs Duncan Fletcher, Nick Hignett, Michelle Trow, Roger Evans

Clerk: Nicola Young

PAV-1.24-25 Apologies: Cllr Sharon Davies

PAV-2.24-25 Declarations of Interest in Accordance with the Code of Conduct.
None received.

PAV-3.24-25 Minutes of the Previous Meeting After a proposal by Cllr Trow, seconded by Cllr Hignett, the minutes of the Pavilion Committee meeting held on 22nd April 2024 were unanimously approved.

PAV-4.24-25 Public Questions & Comments – No public present

PAV-5.24-25 Pavilion Administrative Matters

a. To receive updated **Pavilion Receipts & Payments** report from Scribe. (at the meeting) – received and noted. MT raised late Police payment & the Finance Officer will continue to contact West Mercia Police about the late payment.

b. Two estimates to **paint the Pavilion Meeting Room** and the Committee was asked to select the company to undertake work. After a proposal from Cllr Hignett, seconded by Cllr Trow, it was agreed that the estimate from DWS Property Services be accepted and that the Deputy Clerk organize a date.

c. **Review of the Pavilion fire risk assessment** (internal review in 2024) – amend to include office space, check for smoke alarm and fire extinguishers. Make contact for recommendations from Activate Fire Safety.

d. To **review the Shropshire Council annual license fee of £5,000** and to organise a meeting to discuss options. After a proposal from Cllr Fletcher, seconded by Cllr Evans, it was agreed to set up a Working Group, with all Pavilion Committee members, a maximum of 2 members of FoPL and the Clerk to work with Shropshire Council representatives from Library and Estates team to begin discussions regarding the £5,000 annual Pavilion license fee.

e. Pavilion Committee to look at the **discrepancy in room hire bookings**. The Committee approved to remove the wording “minimum of 2 hours hire” from The Pavilion Hire Prices list. After a proposal from Cllr Hignett, seconded by Cllr Trow, the Pavilion Hire Concessions Policy was approved with the additional Annex A.

f. To receive information on the **Marches LEP Energy Grant** and agree a way forward, in conjunction with the report received from Marches Energy Agency.

After a proposal from Cllr Fletcher, seconded by Cllr Hignett, it was agreed to move forward with the LEP Energy Grant initial eligibility.

If eligibility for the grant was approved it was suggested that the Deputy Clerk ask for 2 quotes, with and without battery when installing solar panels.

1915 Cllr Evans left the meeting

PAV-6.24-25 FOPL – no report received.

PAV-7.24-25 Review Ongoing Matters

a. Patio doors from the Library teen area to outside. Deputy Clerk has left a message on Glen Speake’s phone. Cllr Fletcher agreed to make contact with Mr Speake.

PAV-8.24-25 Date of Next Meeting

The next meeting of the Pavilion Committee is scheduled to take place in the Pavilion, Hall Bank, Pontesbury, SY5 0RF – 6.30pm on Monday 25th November 2024.

Meeting closed at 1925

Signed:

(Chairman)

Date: