

MINUTES OF A MEETING OF THE PAVILION MANAGEMENT GROUP OF NEW WALTHAM PARISH COUNCIL HELD AT THE NEW WALTHAM COMMUNITY PAVILION AND HALL, PAVILION WAY, NEW WALTHAM ON MONDAY 18th DECEMBER 2017 AT 7.00 PM.

Present: Cllr. Williams (Chairman)]
Cllrs. Barber, Dolphin, Breed, Simpson, Welham and Mumby

Apologies: None received.

There were no others present.

PMG17/87 Acceptance of Apologies

None received. Cllr. Baxter marked as absent.

PMG/17/88 Declarations of Interest – Code of Conduct 2012

None made.

PMG/17/89 To receive finance report for Pavilion and agree any necessary actions

Chairman circulated financial report to all present. No questions raised. Noted.

PMG/17/90 To receive update on lottery and tesco funding and agree any necessary actions

Chairman advised that second lottery funding bid had been unsuccessful and it was also agreed to wait until the end of the Tesco funding period before actioning any expenditure on the play equipment scheme.

RESOLVED: That play equipment scheme be actioned after Tesco funding operation had been completed

PMG/17/91 To receive update on staffing for Pavilion including Caretaker and Cleaner and agree any necessary actions

Caretaker's phone to be changed from PAYG to a contract phone and suitable package found for £13.50 month including VAT – agreed. Suggested that the Cleaner now report directly to the Caretaker in the first instance to coordinate cleaning for hirings etc. Clerk to inform Cleaner.

RESOLVED: That the cleaner report directly to Caretaker

PMG/17/92 To receive update on football teams usage and agree any necessary actions

Chairman reported that payments now appeared to be up to date with overdue invoices now being settled. Football finished now until early January and Chairman now had contacts for Managers and Secretaries of each team to ensure communication. Keys will be taken off football teams for the store, with everything being kept in the changing rooms. Only lining machine and paint will be kept in store room from now in.

RESOLVED: That all football teams no longer have access to store room and all football equipment Will be kept in the changing rooms

PMG/17/93 To receive update on bookings taken to date, receive notice of regular hiring booking cancellation, discuss contracts for regular hirers and agree any necessary actions

Late booking taken for 30th December and Caretaker not able to cover so member of Council covering instead. Clerk to check availability of Caretaker/members before taking any late bookings. Other members offered to

open/close if necessary. Noted.

Cancellation from Dance Group booked in for Wednesdays and Fridays which was noted. Clerk advised that it would take at least 6 months for hirings to stabilize and see which were sustainable etc.

PMG/17/94 To consider schedule of events and agree any necessary actions:

Car Boot Sales

Provisionally agreed for first Saturday in month from April to September. To be put on January 2018 agenda to ensure all members would participate in assisting at car boots. To commence Saturday 7th April if agreed.

Table top Sales

Agreed not to run.

Bingo

Third Wednesday of every month. Bingo machine to be purchased.

Quiz Nights

Chairman to do on the last Friday of each month with Pie and Peas Quiz and to commence on 26th January 2018.

Easter Egg Hunt

Agreed not to run but to concentrate on the Easter Crafts.

Easter Crafts/wreath making

Agreed for Sunday 25th March. Person who ran wreath making would provide free of charge service in return for using the Hall for wreath making session. Token entry to be charged to cover materials.

Psychic Nights

Cllr. Welham to agree two dates for the year – Friday evenings agreed.

Picnic at the Pavilion

Agreed not to do for 2018.

Halloween Parties

Booked for Saturday 27th October 2018.

RESOLVED: That all events proceed as agreed.

PMG/17/95 To consider each member bringing additional idea for events/funding raising which they would individually facilitate during the next 12 months

Breakfast with Santa agreed for Saturday 1st December 2018.

Christmas Fair booked for Saturday 17th November 2018.

End of Term Disco booked for Friday 20th July 2018

Carpet bowling discussed along with possible Lab Rascals session and other ideas. This to be ongoing.

RESOLVED: That dates booked as agreed and other ideas to be investigated

PMG/17/96 To receive an update on build completion, any outstanding issues and agree any necessary

Actions

Chairman advised final invoice received but some queries on costs to be settled and also some minor snagging issues to be resolved, so invoice will not be agreed for payment until New Year. Some jobs still to do which had been passed to Caretaker. Noted.

Agreed that Burco boiler be locked away and only kettle available for parties for safety measure. Agreed.

RESOLVED: That only kettle be available for parties and not the Burco boiler

PMG/17/97 To consider the future of the bowling green and agree any necessary actions

Preference would be for MUGA but very expensive although funding available. This to be considered as long term project and discussed again in the New Year. Noted.

PMG/17/98 To agree future dates for Pavilion Management Group Meetings

Agreed to be held after Pilates session on Monday evenings – start time to be 8.10 pm.

Next date Monday 15th January 2018 at 8.10 pm.

RESOLVED: That next meeting be held Monday 15th January 2018 at 8.10 pm.

Chairman closed the meeting at 8.25 pm.

Signed: Date: