

MINUTES OF A MEETING OF THE PAVILION MANAGEMENT GROUP OF NEW WALTHAM PARISH COUNCIL HELD AT NEW WALTHAM COMMUNITY PAVILION, ST CLEMENTS WAY ON MONDAY 19th JUNE 2017 AT 7.00 PM.

Present: Cllr. Williams (Chairman)
Cllrs. Barber, Thompson, Breed and Simpson

Apologies: Cllrs. Welham and Johnson

In Attendance: Mr. M. Taylor from MT Entertainment

PMG17/22 Acceptance of Apologies

Received from Cllrs. Welham (work commitment) and Cllr. Johnson (family commitment)

RESOLVED: That all apologies be received and accepted

PMG/17/23 Declarations of Interest – Code of Conduct 2012

None made.

PMG/17/24 To receive finance report for Pavilion and agree any necessary actions

Chairman circulated paper copies of finance report. Healthy balance reported and all members were pleased with state of finances. Noted.

PMG/17/24 To receive update on Pavilion extension update and any actions including the following:

- Update on storage and CCTV relocation – container ordered and would be on site from 30th June 2017 and CCTV relocation would commence w/c 1st July. Volunteers required to help empty building over two weekends.
- Update on kitchen planning – Chairman had met with Howdens and plan circulated and approved. Colour etc. to be decided at main July meeting. Howdens would supply the kitchen and the contractors carrying out the extension works would fit it as already agreed.

RESOLVED: That proposed plan for kitchen be accepted

And to consider and agree financial payment schedules and draw down of loan provision – Chairman still waiting for payment schedule from building contractors. Noted.

PMG/17/25 To receive update on current and future funding applications

At the present time this was on hold.

PMG/17/26 To receive update on car boot sales and agree any actions

Staffing appeared to be an issue and it was reiterated that barrier should NOT be opened before 10.30 am. After village day the barrier would be relocated which would assist with access issues. When Pavilion closed, it was agreed that the urn and sweet cupboard be set up in the referees room. Fliers would be handed out explaining about the extension project and the disruption to services over a few weeks. Noted.

PMG/17/27 To receive update on the Young Peoples Drop In and agree any actions

Chairman had checked register and young people from other areas still being admitted. Agreed that formal signing in procedure would be adopted from September 2017 and a 50p entry fee put in place for all non-New Waltham young people. Agreed.

RESOLVED: That signing in procedure be set up for Drop In from September 2017 and that 50 pence Entry fee be charged for all non-New Waltham residents attending.

PMG/17/28 To consider provision for football in 2017 / 2018 and agree any actions

Would be having conversation with football representative regarding teams for coming year. If necessary the PC would liaise with league itself. Chairman to report back. Noted.

PMG/17/29 To consider future events planned and agree any actions including the following:

Chairman had invited Mr. Taylor to discuss assisting and liaising with future events. Mr. Taylor's company could provide various entertainment packages etc. and a trade price list would be given to the PC. It was agreed that recommendations could be made to hirers although exclusivity was not thought appropriate. Members all agreed that special events should be run through Mr. Taylor by the Parish Council as community events. To be agreed/discussed at future meeting after Village Day had been completed.

- Village day – this coming Saturday, barriers being collected.
- Picnic at the Pavilion – All arrangements made.
- Police surgeries – Now expired but Policing Team are attending village events.
- Christmas Fayre – Arrangements to be detailed later.
- Psychic Night – booked.
- Wreath making – booked.
- Any others – to be confirmed.

RESOLVED: That liaison take place with MT Entertainment to provide for future events.

PMG/17/30 To consider events for future pavilion use and agree any actions

This was dealt with with Mr. Taylor in the minute shown above.

PMG/17/31 To consider holding an open day and agree any actions

Deferred until after building works completed. Noted.

PMG/17/32 To receive update from Clerk on bookings taken and update on letting terms and condition including fixing of pricing for hirings

Discussed and agreed that spot/party hiring rates be £12.00/hour for resident and £15.00/hour for non resident. Clerk recommended 2 hour party package with half an hour setting up/tidying away time free of charge and this was agreed, so basically 3 hours for the price of 2. £25.00 non banked deposit to be refunded provided no damage caused to the facility agreed. This setting up time agreed for all hirings and regular/group meetings etc. would be allowed 10 minutes either end free of charge.

Regular long term commercial hirings would be £10.00 an hour and £20 per session for a not for profit organization such as charitable and non-profit making village groups, with a session being up to 3 hours. An electronic diary had been created by Chairman and this would be uploaded.

RESOLVED: That rates be set as agreed and shown above for the remainder of fy 17/18.

PMG/17/33 To agree date for next meeting in July 2017

RESOLVED: Monday 24th July 2017 at 7.00 pm at the Church.

Chairman closed the meeting at 8.10 pm.

Signed:

Date: