

**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 24<sup>th</sup> APRIL 2017 AT 7.20  
PM.**

**Present:** Cllr. Williams (Chairman)  
Cllrs. Barber, Baxter, Breed, Welham and Johnson

**Apologies:** Cllr. Dolphin

Mrs. Penny Humphries was present.  
Cllrs. Mumby and Simpson were present.

**PMG17/01 Acceptance of Apologies**

Cllr. Dolphin (family commitment) received and accepted.

**RESOLVED: That apologies be received and accepted**

**PMG/17/02 Declarations of Interest – Code of Conduct 2012**

None made.

**PMG/17/03 To receive finance report for Pavilion and agree any necessary actions**

Approx. £4k in bank. Minor issue with debt from football team, who would not be returning next season. Promised payment by end of the month. Noted.

Cheque for subsidy for Drop In to be raised for the PC meeting. All noted.

Agreed contract for commercial bin which is £10 per fortnight. Also agreed signs for car boot days, purchase of high viz vests as required and also internal recycling bins so that recycling was pre-sorted and then taken to the recycling bins provided by the local authority. All expenditure agreed on these items.

**RESOLVED: That report be noted and that expenditure be as agreed**

**PMG/17/04 To consider and discuss the following existing activities:**

**Drop In Session**

Chairman and Vice-Chair of Council have meeting with Drop In on Thursday night to discuss the signing in policy and arrangements to continue the drop in during the build, which was agreed. Also to discuss staffing if numbers are high.

**RESOLVED: That Drop In continue if possible during building process and arrangements be made as necessary**

**Car Boot Sales**

First one successful and lessons learned over traffic management and numbers required etc. Agreed better directional information required. Noted.

**Picnic Event**

August 13<sup>th</sup>, 2017.

**Christmas Fayre**

November 18<sup>th</sup>, 2017 at the Pavilion.

Village Day

Most things sorted – looking at evening entertainment. Clerk has commenced PEG group notification and further input by Chairman to complete. Agreed to have PC stand to promote events and the Pavilion etc.

**PMG/17/05 To receive update on extension project for information only including temporary Arrangements for storage, CCTV etc. whilst building works take place**

Chairman had obtained quotation to site a container in the car park and this was agreed. CCTV quotation awaited to move the box into the corner of the changing rooms, leave camera on front side and relocate camera to rear as well as three dome cameras inside when building complete. Noted.

Three quotations for building works received so far and project looks to be approx. £125,000. This to be decided at May meeting. It was agreed that booking policy needed to be agreed and Clerk would hold diary and take bookings. Noted.

**RESOLVED: That Chairman proceed and order container for siting in car park whilst building works take Place.**

**PMG/17/06 To receive update on funding applications and agree any necessary actions**

Chairman had met with Mrs. Humphries who advised she was now revisiting the previous Awards for All bid. She would also look at lottery funding and tying any other applications in with activities taking place and/or being promoted by the Council. Mrs. Humphries to submit invoice for works carried out. Noted.

**PMG/17/07 To consider any matters raised under Any Other Business for information or emergency items only**

None raised.

**PMG/17/08 To agree date for next meeting - Monday 22<sup>nd</sup> May 2017**

**RESOLVED: Next meeting date – Monday 22<sup>nd</sup> May 2017 at 7.00 pm.**

Chairman closed the Meeting closed at 7.55 pm.

Signed: ..... Date: .....