

**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 28th NOVEMBER 2016
AT 7.00 PM.**

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

Apologies: Cllr. Breed and Johnson

There were no others present.

PMG16/27 Acceptance of Apologies

Received from Cllr. Breed (holidays) and Cllr. Johnson (family commitments) – received and accepted.

RESOLVED: That apologies be received and accepted

PMG/16/28 Declarations of Interest – Code of Conduct 2012

None made.

PMG/16/29 To approve minutes of previous meeting

No previous minutes to be approved.

PMG/16/30 To receive finance report for Pavilion and agree any necessary actions

Chairman reported on financial situation. Good income stream and at the moment the facility was sustainable and thriving. Accounts to date as per usual were distributed to all members and Clerk would attach with main Council agenda for all to have copy. Noted.

PMG/16/31 To consider and discuss event successes and failures during the year and agree any actions

Events/groups not thought to have been successful – car boots due to intermittent nature; table top sales and picnic in the park which was not as successful as previous year. Also Walking Group to be deferred until January 2017.

Successes would be car boot sales when held weekly, footballing, psychic nights and wreath making nights.

Agreed that picnic in the park should be revamped for coming year and have different entertainment.

Chairman to source and obtain price for recommended entertainment which he advised of at meeting.

RESOLVED: That Walking Group to be deferred to January 2017, that car boot sales be held weekly and
That Chairman contact entertainment provider re Picnic in the Park for 2017 and report back

PMG/16/32 To consider and discuss the following existing activities:

Drop In Session – looking to accommodate an extra night when expanded. Chairman to make initial enquiry with drop in staff and then feedback.

RESOLVED: That Chairman seek feedback for provision of an extra night session

Car Boot Sales

RESOLVED: That they be run weekly and no more table top sales

Walking Group

RESOLVED: That it be deferred until January 2017

PMG/16/33 To receive update on Pavilion expansion and agree any necessary action

Submission of proposals along with draft scheme drawing had been submitted. Clerk to chase for response prior to December main Parish council meeting. Noted.

PMG/16/34 To consider funding applications and agree any necessary actions

Clerk to reinvestigate Awards for all Funding which had previously been deferred. Would now be applicable for different scheme but Clerk to investigate and report back.

RESOLVED: That clerk look at previous funding application to see if it can be resubmitted for alternative Scheme

PMG/16/35 To consider Christmas Events and any other future events and agree any necessary actions

New time for tree lighting service etc. had produced some problems. Start time was now 4.00 pm. Noted. Cllr. Breed had arranged lighting with NELC etc. and event was being held in conjunction with Church Christmas Fair.

PMG/16/36 To receive report on appointment of Cleaner and agree any necessary actions

Member of staff had been appointed and had commenced on 28.11.16. Cleaning products required and these would be sorted from PMG funds etc. Member of staff currently being paid for the Parish Council and this would need to be arranged from PMG funds and would be discussed at next meeting. Storeroom needed some shelving removed to allow more floor space storage and Chairman and Cllr. Simpson would sort this out. Noted.

PMG/16/37 To consider any matters raised under Any Other Business for information or emergency items only

Agreed that Litter Picking required by Pavilion after the weekend usage with football matches etc. This to be Built into the review of the Litter Pickers rounds etc. when discussed at full Council in December.

RESOLVED: That a visit by the litter picker as part of scheduled round to the Pavilion area be built into The review of the litter pickers schedule in December 2016 at full Council

PMG/16/38 To agree date for next meeting

Agreed for Monday 30th January 2017.

Chairman closed the meeting at 7.45 pm.

Signed: Date :