

**MINUTES OF A MEETING OF THE PAVILION MANAGEMENT GROUP OF NEW WALTHAM PARISH COUNCIL
HELD AT NEW WALTHAM METHODIST CHURCH AT NEW WALTHAM ON MONDAY 18TH SEPTEMBER 2017 AT
7.15 PM.**

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

Apologies: None

There were no others present.

PMG17/47 Acceptance of Apologies

None received, all present.

PMG/17/48 Declarations of Interest – Code of Conduct 2012

None made.

PMG/17/49 To receive finance report for Pavilion and agree any necessary actions

As per PC meeting, income of approx. £11k for year, behind on football invoicing but will sort out. After seniors party and other expenses removed from account, balance of approx. £3k remaining and then white goods need to be purchased as previously agreed for new build. Have 8 football teams signed up at present and financial forecast is good. Noted.

PMG/17/50 To receive update on Pavilion extension building update report

Members had been to look at progress prior to the meeting. All roofing materials now on site and should commence roofing the following week. Should be watertight by first week in October and currently on schedule. Completion date is confident and building contractors have accepted invitation to official opening. Invoice for second stage at £28k and VAT has been successfully reclaimed for first tranche of invoices. Noted.

PMG/17/51 To receive update on purchases made – kitchenware, additional tables and chairs

Kitchenware has been sorted and chairs have arrived, with tables coming shortly. Container now nearly full. Noted.

PMG/17/52 To receive update on bookings and agree any actions

Clerk updated and advised that all those who had expressed an interest would be invited to drop in on the Open Day on Saturday 25th November to have a look around and confirm booking dates and prices etc.

PMG/17/53 To receive update on opening event and open day

Friday 24th November 2017 6.30/7.00 by invitation only. To be opened by Mr. A. Baxter. Tesco provides a sale or return policy which includes free glass hire so Chairman/clerk will organize. Nibbles to be provided. PA system being loaned by Mike Taylor entertainments in return for a free ad in the next Newsletter. Open Day Saturday 25th November from 11.00 am to 2.00 pm. Providing tea/coffee/light refreshments.

PMG/17/54 To consider car boot sales 2017/18 and agree any necessary actions

Car Boot sales discussed and agreed that the programme reverts to the first Saturday of every month only, ie one car boot per month from April through to September. In principle this would mean all members only had to do no more than 2 throughout the 6 month season.

RESOLVED: That the Car Boots commence again from April 2018 and are held on the first Saturday of Each month from April 18 through to September 2018 – a total of 6 per season.

PMG/17/55 To consider table top sales and agree any necessary actions

Table Top sales discussed and agreed first Saturday of each month from October through to March from 9.00 am to 12.00 pm. To commence in February 2018. Parties can then be booked in from 1.30 pm on those days. Cllr. Welham agreed to do rotas.

RESOLVED: That table top sales commence in February 2018 and be held on the first Saturday of each Month from February 18 through to March 18 and thereafter from October to March each Season from 9.00 am to 12.00 pm.

PMG/17/56 To consider future events and agree any necessary actions including:

- Seniors Party

Chairman had advertised and sent out invitations for people to apply. Over 65 and resident in New Waltham were set criteria. Maximum 100 people for attendance. Sunday 26th November 2017.

- Wreath making

Now £20 per head to be held on Friday 8th December 2017 – tickets now available.

- Christmas Fayre

Definitely going ahead on Saturday 18th November from 11 am to 3.00 pm. Tables limited to 20 and 16 had already been sold.

- Psychic Evening

Monday 4th December 2017 – 40 maximum agreed – tickets now available.

- New Years Eve Party

Mike Taylor Entertainment providing everything for the event which will free up members to help in the kitchen. Tickets have been printed and are now being sold and maximum agreed of 80.

RESOLVED: That all events proceed as agreed.

PMG/17/57 To receive update on football and agree any necessary actions

Chairman had reported that 8 teams now registered. Repair work needed to goalmouth area and Chairman to organize with gardening contractor.

RESOLVED: That goal mouth repairs be carried out.

PMG/17/58 To consider future of Young Peoples Evening and agree any actions

Discussed and comments made by Youth workers at last PC meeting considered. Agreed that the Drop In should cease and that it be rebranded as a formal youth club and take place twice a month on the second and fourth Wednesdays. This would leave first Wednesday of month for the PC meetings and the third Wednesday of each month for a Bingo session to be held. Recommended that organized activities take place within a formal youth club setting with two separate sessions, one for younger members and then one for older members. Strictly for New Waltham residents. Agreed to commence after Christmas if possible when all arrangements had been made. Agreed that current youth worker be re-employed at new youth club if suitable but PC would look at assistance from YMCA.

RESOLVED: That the Drop In cease with effect from 4th October officially and that the PC look to run A formal Youth Club on the 2nd and 4th Wednesdays of each month from 2018 as agreed

PMG/17/59 To receive update on funding applications submitted and agree any actions:

- Playground equipment
- Exercise equipment

Chairman advised that he had submitted two applications for funding. Noted.

PMG/17/60 To consider issue of parking on the field and agree any necessary actions

Safety concerns discussed around parking on the field. Agreed that water filled barriers be provided at cost of £350 with proviso that large containers can be purchased which the Chairman may be able to procure free of charge and they are put in place to keep cars off the field in winter and then put no entry signs onto the barriers.

RESOLVED: That Chairman sort out water filled barriers and they be put in place to prevent parking On the field and maximum budget of £350 if required.

PMG/17/61 To consider and discuss closure of swing barrier and agree any necessary actions

Chairman also updated on issue of claim of damaged vehicles and owners claiming against the PC for excess insurance charges to be refunded. Now being dealt with by our insurers. Barrier will be closed from dusk to dawn with exception for any late scheduled hirings which would be notified to person who will operate barrier. Noted.

PMG/17/62 To agree date for next meeting - Monday 23rd October 2017

Agreed for Monday 23rd October 2017 at 7.00 pm.

Chairman closed the meeting at 8.38 pm.

Signed:	Date:
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