

PONTESBURY PARISH COUNCIL



Nicola Young
Deputy Clerk

16th April 2024

To All Members of the Pavilion Committee

Dear Councillor

You are hereby summoned to attend the meeting of the **Pavilion Committee** of Pontesbury Parish Council scheduled to take place on **Monday 22nd April 2024 at 6.30pm** in **Pontesbury Pavilion** in order to transact the following business, as set out in the below agenda.

Nicola Young
Deputy Clerk

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATIONS OF INTEREST IN ACCORDANCE WITH THE CODE OF CONDUCT**
3. **MINUTES OF PREVIOUS MEETING**
To approve & sign the minutes of the meeting held on 29th January 2023.
4. **PUBLIC QUESTIONS AND COMMENTS** – (Fifteen minutes will be allowed)
5. **EVENTS ON SATURDAY MORNINGS** – to receive a request from the Pontesbury Library Branch Manager, Beverley Link, requesting that no events take place on Saturday mornings.
6. **PAVILION ADMINISTRATIVE MATTERS**
 - a. To receive updated Pavilion Receipts & Payments report from Scribe. (at the meeting)
 - b. To review Pavilion Hire Charges.
 - c. To review Pavilion Hire Concessions Policy
 - d. To review regularity of Pavilion Committee meetings.
 - e. To receive a report and recommendations on the results of the Pavilion Consultation.
 - f. To retrospectively agree the payment of £320 to Paul Hamer to clean the patio and guttering.
 - g. To receive a report on the Pavilion Flooring and to discuss and agree recommendations.
 - h. To receive a report on the Pavilion Meeting Room and to discuss and agree recommendations.
7. **FOPL** - To receive a report from FoPL.
8. **REVIEW ONGOING MATTERS**
 - a. The glazed door has now been installed in the office space, this room is now complete.
9. **DATE OF NEXT MEETING**
The next meeting of the Pavilion Committee is scheduled to take place in the Pavilion, Hall Bank, Pontesbury, SY5 0RF on Monday 24th June 2024 at 6.30pm.