

**PONTESBURY PARISH COUNCIL
MINUTES OF PAVILION COMMITTEE MEETING
at 6.30pm on 29th January 2024**

Present: Cllrs Duncan Fletcher, Cllr Nick Hignett, Cllr R Evans, Cllr Michelle Trow, Cllr A Windows

Officers Present: Nicki Young, Clerk, Pontesbury Parish Council

PAV 43. **Apologies for Absence** None received

PAV 44. **Declarations of Interest in Accordance with the Code of Conduct**
None

PAV 45. **Minutes of Previous Minutes** After a proposal by Cllr Hignett, seconded by Cllr Trow, it was **RESOLVED** that the minutes of the meeting held on 27th November 2023 be accepted and signed as a true and accurate record.

PAV 46. **Public Questions and Comments** No members of the public present.

PAV 47. **Pavilion Administrative Matters**

- a. **Pavilion Receipts & Payments for Budget Agreement** – received.
- b. **Pavilion website review.** Cllr Fletcher, Cllr Trow and Cllr Windows to review website with Deputy Clerk at one meeting, to map out layout and what to include.
- c. **Pavilion Insurance** Cllr Fletcher & Deputy Clerk to review Pavilion Asset List in conjunction with the insurance renewal.
- d. **Pavilion Business Continuity Plan** Add the following:
 - i. Building burnt down
 - ii. Lack of broadband
 - iii. Add electricity failure to first row.
- e. **Regularity of Pavilion Committee meetings** Proposed by Cllr Fletcher, seconded by Cllr Hignett, to have a Committee meeting on a quarterly basis unless the Chairman or Clerk calls an extraordinary meeting to deal with an urgent matter.
- f. **Renewing Waste Disposal Contract** Following a proposal by Cllr Evans, seconded by Cllr Trown, it was proposed to accept the quote from Veolia for 2-weekly general waste 240l collection at £9.82/lift and 4-weekly DMR waste 240l at £7.48/lift.

PAV 48. **FOPL** – No report was received from FoPL.

PAV 49. **Review Ongoing Matters**

- a. **Office Door** is on course to be installed in the near future.
- b. **Update on Safe Place initiative.** The Committee acknowledged the registration of the Pavilion as a Safe Place.

PAV 50. **Date of next meeting** – the date of the next meeting is Monday 29th April 2024 at 6.30pm in the Pavilion.

Meeting Closed at 1915

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Chairman – Cllr Duncan Fletcher

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Date