

Pontesbury Parish Council

NOTICE IS HEREBY GIVEN THAT THE NEXT MEETING OF PONTESBURY PARISH COUNCIL PAVILION COMMITTEE MEETING WILL TAKE PLACE ON MONDAY 21st November 2022 AT 6.30pm IN THE PAVILION, HALL BANK, PONTESBURY, SY5 0RF.

PLEASE EMAIL IF YOU WILL BE ATTENDING deputy@pontesburypc.org.uk

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 17th October 2022.

4. PUBLIC QUESTIONS AND COMMENTS – (Fifteen minutes will be allowed)

5. PAVILION ADMINISTRATIVE MATTERS

- a. To receive updated Receipts & Payments report from Scribe
- b. To receive the draft Pavilion budget for discussion and approve.
- c. To review the Pavilion Fire Risk Assessment.
- d. To review the Pavilion Fire Policy.
- e. To receive information about talks with WMP regarding Government WiFi connection.
- f. To review the refuse collection and agree that quotes can be sought for Waste Transfer.
- g. To receive the Building User Group meeting notes for information.

6. COMMEMORATIVE BENCH IN PAVILION PATIO AREA

A request has been received from a widow, that she purchases a bench and plaque in commemoration of her husband, his love of books and the Pavilion. The Committee are requested to consider this application and make a decision.

7. PAVILION PARTNERSHIP HIRE AGREEMENT.

- 7.1. To receive draft full-cost recovery spreadsheet.
- 7.2. To receive feedback from the auditor regarding the annual payment.
- 7.3. To agree next steps.

8. REVIEW ONGOING MATTERS

8.1. Office Space.

- a. A meeting will be held on Monday 28th November a 1pm with both Parish Council staff and Library staff to discuss potential layout of the proposed office space – Committee members are welcome to attend.
- b. The Pavilion Committee are requested to set up a task and finish group that will meet to discuss the building of the new office space and set up project plans and timeline.

9. WARM SPACE To receive an update on Warm Space plans for the village.

10. RENEWABLE ENERGY To receive the Pavilion Energy Efficiency report from Marches Energy Agency and agree the next steps.

11. DATE OF NEXT MEETING

The next meeting of the Planning Committee is scheduled to take place on **Monday 19th December 2022 at 6.30pm**, in Pavilion, Hall Bank, Pontesbury, SY5 0RF.