STILTON PARISH COUNCIL

Minutes of the Pavilion Committee meeting that took place on Tuesday 26 February 2025 - held in the Parish Room, Stilton at 7.30pm.

Present:
Councillors: Ayres (Chairman), Murtagh and Wigger

Clerk: Lawrence

Others: Mary-Ann Payne (Pavilion Administrator) and 4 members of the public

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PVC01/02/25 **APOLOGIES FOR ABSENCE**
Cllrs J Leonard and Vickers sent apologies – personal reasons – **approved**.
Cllr Green was not present.

PVC02/02/25 **DECLARATIONS OF INTEREST/DISPENSATIONS**
No Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 and the nature of those interests relating to any Agenda Item or dispensations were declared/requested.

PVC03/02/25 **PUBLIC PARTICIPATION**
A representative from the Wednesday Club highlighted the need for:

- A Closed Loop System in the Pavilion and availability of grants for these **(to be added to the March Parish Council agenda for consideration)**
- Need to use the Community Room
- Mess left in the kitchen **(PA to sort crockery and boxes).**

PVC04/02/25 **PAVILION USER GROUPS**
Pavilion user groups had been invited to feedback on any concerns or suggestions – comments from Pilates, Jungle Fitness, YES group and Stilton In Tune were highlighted. **Parking issues, high suitability of the venue and future development needs had been raised and were noted**.

PVC05/02/25 **PAVILION ADMINISTATOR REPORT**
The Pavilion Administrator provided a regular user update and outlined a need for coat pegs in the hall, being able to re-charge for security call outs, plans for Parish Room furniture/crockery when the Parish Room is hired out, solutions for quiet hire periods in January and February and put forward an idea for protective thermostat covers.
Resolved (for forwarding to the Parish Council meeting on 11/03/25)
PVC05/02/25.1 Cllr Murtagh to put together a quote to make the coat hooks for the hall (6 hooks)
PVC05/02/25.2 Re-charging users for any alarm call out charges if doors have been left open following the introduction of hirer signing check sheets
PVC05/02/25.3 Stilton Heritage to be asked if they would like the furniture

and crockery in the Parish Room for when the building is leased to them
PVC05/02/25.4 Parish Council to consider reduced hire charges for quieter months (January and February)
PVC05/02/25.5 Clerk to research alternative thermostat controls.

PVC06/02/25 **WEDDINGS**

The Pavilion Administrator reported on current demand and plans to promote weddings (social media, website, Facebook and a wedding brochure).

Resolved

Pavilion Administrator, Clerk and Cllr Wigger to put an advert and 'How to' guide together to promote weddings and present to the Parish Council for agreement at the April meeting.

The Pavilion Administrator left the meeting

PCV07/02/25 **EVENT SECURITY**

The Clerk outlined current issues regarding alcohol at events and security requirements.

Resolved

Pavilion Administrator to email or call hirers prior to non-alcohol stated events to double check status and report back to HDC (security providers) with any changes. Alcohol confirmation to be added to the Terms & Conditions Acknowledgement form.

PVC08/02/25 **PAVILION AND COMMUNITY FIELD PROCESS FOR EVENTS WITH PUBLIC ATTENDANCE**

The Clerk presented a process for consideration and discussion prior to recommendation at the Parish Council meeting on 11/03/25.

Resolved

PVC08/02/25.1 Community Field Process for Events with Public Attendance to be forwarded to the Parish Council meeting on 11/03/25 for approval (slight amendments – website additions and no dog stipulation)
PVC08/02/25.2 Access to the Purple Guide to be recommended for purchase (£30 pa).

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PVC09/02/25 **PAVILION MAINTENANCE**

The maintenance report was checked and upcoming 5-year EICR testing requirement highlighted alongside outstanding works in the plant room (alarm still sounding twice a week with staff needed to attend to turn off). Quotes for fire risk assessments from Third Parties ongoing (to be brought back to the next available meeting for approval).

Resolved

PVC09/02/25.1 Following on from AMC07/12/24.1 Clerk to source quotes for servicing the Aqua Boss system and underfloor heating
PVC09/02/25.2 Clerk to source quotes for the 5-year EICR testing (to include the Pavilion, street lights and Parish Room)
PVC09/02/25.3 Quotes to be generated to fix the outstanding plant room works (PC126/24.10) – £400 spend authorised already.

PVC10/02/25 **PAVILION ENERGY**

Current energy use was outlined and efficiency potential considered. The current Feed in Tariff for the solar panels was detailed as approx. 3.5p and could be much greater (Octopus approx. 30p) but due to a being within a fixed rate agreement with EON until October, no change is possible until then. The current 2-year fixed rate with EON, expiring in October 25 was also discussed re Pavilion, Parish Room and Skate Park electricity and Pavilion gas.

Resolved

PVC10/02/25.1 Clerk to liaise with a gas engineer/heating specialist to optimise energy efficiency between 9pm and 6am

PVC10/02/25.2 Clerk to draw up an Energy report for the August Pavilion Committee meeting, to then be recommended to the Parish Council at the August meeting.

PVC11/02/25 **PARKING**

Current issues with Pavilion, football and public parking, as highlighted by Pavilion user groups in PVC04/02/25, were considered as well as potential future parking issues alongside solutions to parking surface issues (mud and dog poo).

Resolved

PVC11/02/25.1 No dog fouling signs to be requested for purchasing

PVC11/02/25.2 The Clerk and Cllr Ayres to consult historic documents to find out further information

PVC12/02/25 **DEVELOPMENT**

Future needs and outstanding original works in need of resolution to be addressed following resolution of the parking uncertainty.

PVC13/02/25 **STORAGE**

Cllr Murtagh highlighted issues and possible solutions for storage issues in the plant room, container and hall.

Resolved

To provide a report to the next committee meeting in May.

Meeting closed: 9.10pm

Next meeting – Tuesday 6 May 2025 at 7.30pm