* Please be aware as this is a public meeting, it may be recorded for either publishing or record keeping purposes*

# STILTON PARISH COUNCIL

www.stiltonparishcouncil.gov.uk
Parish Clerk: Julianne Lawrence - clerk@stiltonparishcouncil.gov.uk
The Parish Room, Church Street, Stilton PE7 3RF

**To: Members of the Pavilion committee of Stilton Parish Council**

Sir/Madam
You are hereby summoned to attend the meeting of the **Pavilion Committee (PVC)** to be held at the Church Meeting Room on **Tuesday 3 February 2026** at 7.30pm.

Julianne Lawrence
Julianne Lawrence
Parish Clerk

26 January 2026

# AGENDA

**PVC01/02/26 APOLOGIES FOR ABSENCE**
To receive and accept apologies for absence.

**PVC02/02/26 DECLARATIONS OF INTEREST/DISPENSATIONS**
To receive 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. To consider and award any dispensation requests.

**PVC03/02/26 PUBLIC PARTICIPATION**
A maximum of 15 minutes is permitted for members of the public to address the meeting in relation to the business to be transacted at the meeting or highlight issues which then can be added to future agendas.

**PVC04/02/26 MINUTES**
To approve as a correct record the Minutes of the Pavilion committee meeting held on Tuesday 4 November 2025 and be signed by the Chairman.

**PVC05/02/26 PAVILION USER GROUPS**
Pavilion user groups to be invited to feedback on any concerns or suggestions. Clerk to report on any comments received in advance.

**PVC06/02/26 PAVILION ADMINISTRATOR'S REPORT**
The Clerk to talk though the report for committee to consider. This includes:

- Regular and non-regular user update
- Deposits – levels and payment dates to be suggested for revision
- Pricing options – possible removal of 'large party' charge to be discussed
- Requests for a charge to put up/take down tables/chairs
- Request for an optional cleaning charge
- Need for extra crockery and cutlery
- Updated Contractors list

- Issues with footballer toilets
- Bouncy castle concerns – suggested course of action for approval
- Pest control – retirement (to take in house or source an external company)
- Hedge cutting update
- Updated Emergency Lighting, Alarm, Water testing and flushing procedures to be noted
- ACRE Community Building Conference attendance – March 2026
- ACRE membership.

**PVC07/02/26 PAVILION TABLES AND CHAIRS**

Clerk to report on:

- Successful refurbishment of the formal chairs
- Consideration of purchasing extra chairs (plastic or formal)
- Quote for formal table replacement.

**PVC08/02/26 PAVILION/COMMUNITY FIELD MAINTENANCE**

- Pavilion maintenance schedule to be checked
- Plans for outstanding works following the recent fire risk assessment including a fire extinguisher quotes (Clerk)
- Verge matting issues (Clerk)
- Water balancing needs (Cllr J Leonard)
- Control panel works (Cllr J Leonard)
- Report into motorising the high windows (Cllr Murtagh)
- Quote for emergency lighting works to be detailed (Cllr Murtagh and Clerk)
- Need for a lifter/scaffolding to accommodate alarm, window and canopy maintenance
- Carousel maintenance – Pavilion Play Park.

**PVC09/02/26 PARKING AND LAND REPORT**

Progress report.

**PVC10/02/26 FOOTBALL**

- Pitch maintenance needs for next year to be considered (contractor/grants)
- Quotes for fixed goal maintenance
- Football Agreement to be considered for Parish Council approval
- Football academy proposal.

**Next meeting – Tuesday 5 May 2026 at 7.30pm**