STILTON PARISH COUNCIL

Minutes of the Pavilion committee meeting that took place on Tuesday 3 February 2026, held in the Church Meeting Room, Stilton at 7.30pm.

Present: Councillors J Leonard (Chairman), Ayres, O Leonard (substituting for Cllr Vickers) and Murtagh

Clerk: Lawrence

Others: None

PVC01/02/26 APOLOGIES FOR ABSENCE

No apologies for absence had been received. Cllrs Green and Vickers were not present.

PVC02/02/26 DECLARATIONS OF INTEREST/DISPENSATIONS

No Declarations of Disclosable Pecuniary and Other Interests, as set out in Chapter 7 of the Localism Act 2011 were declared nor any dispensations requested.

PVC03/02/26 PUBLIC PARTICIPATION

No members of the public were present.

PVC04/02/26 MINUTES

The Minutes of the Pavilion committee meeting held on Tuesday 4 November 2025 were confirmed a true record and signed by the Chairman.

PVC05/02/26 PAVILION USER GROUPS

Pavilion user groups had been invited to feedback on any concerns or suggestions. The Clerk reported on comments received regarding hall heat for Pilates, need for a PA system and projector, tired tables and chairs and a suggestion for fixing the high window mechanism.

PVC06/02/26 PAVILION ADMINISTRATOR'S REPORT

The Clerk talked though the report for committee to consider. This included:

- Regular and non-regular user update – **bookings positive**
- Deposits – levels and payment dates to be suggested for revision - **£250 - £500 deposit to be at the discretion of the Pavilion Administrator/Clerk depending on level of risk (process to be drawn up)**
- Pricing options – possible removal of 'large party' charge **– to be removed**
- Requests for a charge to put up/take down tables/chairs **– not at this time**
- Request for an optional cleaning charge **– not at this time**
- Need for extra crockery and cutlery – **Clerk to generate a price to be able to supply 150 guests with a full set of crockery and cutlery**
- Updated Contractors list – **work in progress**
- Issues with footballer toilets **– Caretaker fixing by updating syphons**
- Bouncy castle concerns – suggested course of action for approval – **staff to contact company directly rather than rely on hirer to confirm conditions met**

- Pest control – retirement (to take in house or source an external company) – **Clerk to source an additional quote**
- Hedge cutting update – **in progress**
- Updated Emergency Lighting, Alarm, Water testing and flushing procedures **- noted**
- ACRE Community Building Conference attendance in March 2026 **- Cllrs Ayres, J Leonard, O Leonard, Murtagh and the Clerk to attend**
- ACRE membership – **to be recommended to the Parish Council for approval.**

PVC07/02/26 PAVILION TABLES AND CHAIRS

The Clerk reported on:

- Successful refurbishment of the formal chairs
- Purchasing extra chairs (plastic or formal) – **no space to store**
- Quote for formal table replacement **– report to be sent to the Parish Council meeting with a recommendation for 15 x Zown 1.5metre tables (subject to Clerk viewing in person and suitability confirmed).**

Cllr Ayres left the meeting

PVC08/02/26 PAVILION/COMMUNITY FIELD MAINTENANCE

The Pavilion maintenance schedule was checked and is up to date. Outstanding works following the recent fire risk assessment, including fire extinguisher quotes, were detailed (Clerk to source a further quote). Verge matting issues were discussed with no obvious way forward at this time. Cllr J Leonard highlighted how water balancing needs were required and preparatory works were ongoing, as are control panel needs.

Cllr Murtagh reported on motorising the high windows and was asked to source quotes. Quotes for emergency lighting works and the need for a lifter/scaffolding to accommodate alarm, window and canopy maintenance was considered, as was carousel maintenance in the Pavilion Play Park. Clerk to report back after further research has taken place.

PVC09/02/26 PARKING AND LAND REPORT

Deferred until the next meeting.

PVC10/02/26 FOOTBALL

Pitch maintenance needs for next year were considered (contractor/grants) as were quotes for fixed goal maintenance – further research to be done. A football academy proposal was put forward – extra information to be sought before presenting to the February Parish Council meeting.

Resolved

The Football Agreement to be put to the Parish Council for approval following small amendments.

Meeting closed: 21:26

Next meeting – Tuesday 5 May 2026 at 7.30pm