

## KINGSTON COMMUNITY PAVILION

### MINUTES FROM THE MEETING HELD ON 30<sup>th</sup> MARCH 2015

**Present:** Keith Gibson, Hazel Craven, Beverley Wakeford-Brown, Paul Griffith, Terry Stanley, Bob Gayler, Jenny Gayler, Cliff Parrott, Peter Mercer

**Apologies:** Jeanne Peterson, Terry Krejzl, Barrie Lambert

**Minutes:** The minutes from the meeting on 26<sup>th</sup> January 2015 were approved.

#### **Matters Arising:**

**Cleaning contract:** JG is still waiting for the cleaning schedule from Jane Rivers, so that it can be reviewed and updated. **Action JG/JP**

**Notice regarding display in external noticeboard:** This is still outstanding. **Action TK**

#### **Action points:**

**Internal lights:** PM reported that all the faulty lights had been replaced, but it became evident at the meeting that more lights had failed! A spare stock of replacements is kept in the pavilion: **Action PM**

**Cricket team photos:** Wall mounting of these photos is still outstanding. PM will get mirror plates. **Action PM**

**Bridge Group cupboard:** This had been completed but the dividing wall had been cut such that the shelf are still in one piece, and therefore may need to be cut depending on the shelving requirements.

**WiFi:** Broadband provision is to remain with BT

**Trial opening:** It was agreed to restart this trial, but CP suggested that larger, more obvious notices were needed. It was agreed to open the pavilion on Weekends only. A notice was needed telling users to not reset the alarm. It was agreed to open from 9a.m. until dusk. This would start imminently. **Action: CP**

**Unisex toilets:** BWB suggested that both the male and female/disabled toilets be made unisex. The Ladies/Disabled toilet was uncomfortably large and has to be unisex anyway, for disabled males. This was agreed. BWB will contact JP for new signs. **Action: BWB**

**Key allocation:** The digital key box had been installed. It was suggested that all surplus keys currently issued should be recalled The keys to the glass doors need to come back from the Tennis Club, Coffee Morning and Football Club. Access to the digital key box is needed for the Coffee Morning & Committee. **Action: JG**

**Collage:** No progress had been made. An article was placed in the Kingston News inviting suggestions and offers of help.

**Bus turning problems:** It was reported that KPC are discussing problems with bus turning and considering that the bus route and pick up point be moved to the top of the Avenue; the bus could then turn there.

**Events:** There would be no Family Day this year due to a clash with the date of the Fete. The Downland Race & Barbeque would still happen. KPC have suggested that the Fete return to June next year.

**Pre School May Ball:** This event scheduled for May 16<sup>th</sup> is going ahead. The Pavilion would be open for access to the toilets and kitchen, and charged accordingly. No music would be played in the Pavilion, nor would any sale of alcohol take place within the building. The Pre School would be using power from the 13 amp external supply at each end of the building. It was agreed that the building would be locked at Midnight (including toilets) in accordance with the premises licence conditions.

**Annual Parish Meeting:** This would take place on April 17<sup>th</sup>, featuring a presentation on History & Heritage. An Annual report from the Pavilion would be needed. The key headings would be: usage, toilets access, soundproofing, roof irrigation, improvements, artwork.

**Any Other Business:**

**Roof:** PM reported that the engineers have not been back to “re boot” the system as agreed.

**External maintenance:** It was questioned as to who was responsible for the external maintenance outside the building - eg: weeding the paving, trimming of shrubs and hedges. It was agreed that JP needed to add this to her plan.

**Floor:** The flooring at the door into the main community room had been repaired by PM.

**Date of Next Meeting:** Monday 15<sup>th</sup> June 2015 at 7.30pm