Oldbury on Severn Parish Council

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Minutes of the Ordinary Committee Meeting held on Tuesday 13th December 2022 at 7.30pm at The Pavilion, Westmarsh Lane, Oldbury on Severn, BS35 1QD

Present: Chairman Ian Knapp, Vice Chairman Chris Fairhead, Cllr Sheila R. Bedford, Cllr Keith Sullivan, Cllr Laura Day and Becky Day (Chair of Busy Bee's.)

Clerk: Victoria Bailey

1. Apologies for absence accepted from: Mike Pheysey, Glynn Poole, Lisa Riddle, Cllr Matthew Riddle, Gerald Porter and Charlie Keedwell

2. To receive declarations of interest on items in the agenda
None received

3. Approval of minutes of the previous meeting held on 18/10/2022
SRB proposed and CF seconded; all in favour. KS asked for it to be made clear that the £20,000 suggested was to be proposed via Oldbury on Severn Parish Council and not from his personal bank account as he was concerned there had been some misunderstanding.

4. Public Forum
None present

5. Chairman's Report
IK thanked all involved with the working party held on 05/11/2022 and discussed MP's list of required items for the children's park and MUGA.

Action
IK and LD to review MP's list together and arrange ordering and fitting required parts. Agreed to send VB any receipts for items purchased.

6. Update on current work

- IK would like to fit the new doors before other work commences; concern over this coming under the six month rule preventing the reversal of decisions as in October 2022 it had been agreed to wait until the kitchen and toilet area had been renovated to prevent damage to the door. LD proposed a vote on the reversal of this decision seconded by IK; 4 supported reversing the decision and two abstained.

Action
VB to confirm whether it is permitted to fit the door before the toilets and kitchen area in the Standing Orders. Subsequent note: Section 7. D) of the Standing Orders states that this motion cannot be reversed within six months; unless the PFC vote as a majority to reverse their previous decision on the timing of the door installation.

- IK to fit the new window at the beginning of 2023
- KS asked whether the windows or the ceiling lights would be completed first; IK confirmed it would be the windows first then the ceiling lights
- IK has spoken with an electrician about changing the lights and bulbs; IK proposed spending the £500 allocated spend on more energy efficient light, KS seconded; all in favour

Action
IK to organise and order the purchase and installation of new lights

7. To formulate a proposal on potential changes and ideas on how to improve and alter the kitchen and toilet area/ renovations to the building to be presented at Full Council in January 2023

IK presented two drawings to the committee for discussion; BD concerned over Busy Bee's losing their office space. CF suggested a table in the renovated kitchen to hold meetings in.

Discussion on spacing of the toilets; BD and SRB felt that there could be additional ladies toilets fitted with a reconfiguration of the space; IK asked for drawings of other suggestions.

Action
BD to draw and circulate to the PFC the suggestions raised this evening including baby changes, mirrors, urinal and basin arrangements, hand dryers and disabled access

Further discussion on Busy Bee's storage; BD concerned as the coat hangers would be removed and over where additional toys would be stored. IK suggested utilising the shed or additional toys. It was added that Busy Bee's currently store many items throughout the building free of charge when they are hiring it for six hours per day.
KS suggested hiring an architect once the final design had been agreed upon to ensure everything is compliant and meets regulations.
IK said that the improvements would hopefully increase bookings; it is a different building to the Memorial Hall and has the benefit of outdoor space and easy parking.
IK was thanked for his work on this and impressive drawings.

8. Football field update
Charlie Keedwell has cut the hedges around the football field.

Action
VB to pass the details of the landscaper who did the maze at St Arilda's Church to SRB

Glynn Poole's suggestion to grow Christmas Trees was discussed; agreed it was a good idea but there was not sufficient land to do so.

9. Grass cutting update
MR is going to cut the grass behind SD's house and plant wild flowers and look after the area. The PFC passed on thanks to MR for this.

10. Cricket Club update
No update received

11. Busy Bees update

Number of children attending is fine however there have been recent concerns over staffing, two year old places and finances. Looking at recruiting new staff due to one member leaving. Discussion on bank staff.

12. Pavilion heating

VB did not have the figure to hand during the meeting however the Avanti Tank full refill cost £740.82 in October 2022.

Action
IK to provide VB with a gauge reading before the next PFC meeting
KS to find the original Avanti Gas contract and give to VB

13. Update on noticeboard

SRB cleaned the noticeboard which was very dirty. IK will get a price for new Perspex

Action
IK to get a price for a sheet of Perspex for the noticeboard

13. Any other Business

IK reported the Building Inspector is happy for window installation to go ahead (IK plans to do the window in January 2023.)

SRB concerned about heat loss through the ceiling windows; work will be: 1st window, 2nd sky/ceiling lights covered over from PFC special reserve. If a second window is fitted it will be paid for by OPC but this offer expires in April 2023 when the new budget takes effect.

LD asked if the building had ever had an asbestos report; IK confirmed the building does not have asbestos to the best of his knowledge.

IK said that a charity auction to raise money for the PFC, Cricket Club and Busy Bee's has been planned for 22nd April 2023.

Action
PFC members to help with donations for the auction

KS said that due to the budget being tighter a grant of £1000 will not be given to the PFC; this was accepted by all present.

14. Close of meeting 9.30pm

Next meeting date: Tuesday 21st February at 7.30pm in the Pavilion.