



Minutes of the Pavilion Committee meeting of Heckington Parish Council held on Monday 14 April 2025 at 7.30pm in the Parish Council Chambers, St Andrews Street, Heckington.

1. Chair's Welcome (PaVC25/001)

The Chair, Councillor Wright (hereafter referred to as the Chair) welcomed councillors and members of the public to the meeting and delivered the usual health and safety announcements. She asked for mobile phones to be silenced.

2. Public Forum (PaVC25/002)

There were six members of the public present. No comments.

3. Councillors Present (PaVC25/003)

Councillor Wright, the Chair
Councillor Davison
Councillor Spencer
Councillor Stanley
Councillor Thorpe

Non Council Member Present

Mr Carrington
Mr Georgiou
Mr Warrilow

4. Apologies (PaVC25/004)

None received.

5. Reports of member's interest, pecuniary or otherwise in relation to the agenda and any dispensations in accordance with the Localism Act 2011 (PaVC25/005)

None reported.

6. General Matters (PaVC25/006)

a) Co-option of non-councillors to the Pavilion Committee

Councillor Davison proposed that Mr Warrilow (Tenant), Mr Georgiou (Heckington Cricket Club) and Mr Carrington (Heckington Junior Football Team) for co-option to the Pavilion Committee. The proposal was seconded by the Councillor Spencer and the motion was passed by unanimous resolution of the Committee. The non-Councillor representatives, hereafter referred to as non-council members joined the panel.

Action: Clerk to send out Terms of Reference to the members and add to a Teams Pavilion Committee Chat.

b) Quotes for the removal of redundant water pipes

The Chair informed the meeting that MPJ Plumbing, Ultimate Heating Solutions and DW Plumbing had been approached to provide quotes to remove the redundant pipework in the loft area. DW Plumbing have provided a quote for a complete replumb at £3,800.50.

Mr Warrilow informed the meeting that another quote had been received from a fourth supplier, Kyme Heating Ltd.

Mr Warrilow said that the three plumbers instructed by the Parish Council, while conducting their site visit, had expressed to him the need for a complete replumb in the loft. Mr Warrilow said that Kyme Heating's quote for £2,600.00 was to replace only what needed to be repaired.

Councillor Wright said that she had followed up with Ultimate Heating Solutions and MPJ Plumbing and asked for them to provide detailed quotes.

Councillor Spencer proposed that the Pavilion Committee decide via poll which company to award the work which will be presented to the Parish Council as a recommendation. In order to expedite the work, the Parish Council may need to ratify the decision at the April meeting of the Parish Council. The proposal was seconded by Councillor Stanley and the motion was passed unanimously by resolution of the Committee. The non-council members showed their approval for the resolution.

Action: Clerk to add to the April agenda for the Parish Council.

c) An update from the Clerk further to actions raised at the meeting dated 6 March 2025

i) PPM report (5-year plan)

The Clerk said that a revised PPM report has been received from Carter Jonas. She has asked the company if they are prepared to provide a percentage refund on the cost of the report given the anomalies in the first draft and the length of time it has taken to produce the revised report.

The Clerk said that positively, the PPM report had identified a list of urgent work to be completed in 2025/26.

Councillor Stanley asked whether this included a replacement roof. The Clerk informed Councillor Stanley that the Parish Council had passed a resolution at the March meeting of the Parish Council to revisit the topic of a replacement roof in a year. Councillor Stanley highlighted that this had been flagged in the report. The Clerk asked Councillor Stanley to direct his questions to his fellow Council members rather than the Clerk. Councillor Davison explained that a second opinion had been sought from Richard Wells, he had indicated that the roof did not need to be replaced. Mr Warrilow added that the Structural Engineer that attended to inspect the roof trusses had also indicated that a new roof was not required.

ii) Quotes for a new path

The Clerk has instructed a number of companies to provide quotes for the pathway to run alongside the playing field.

iii) Remedial work to metal bollards

The Clerk informed the meeting that the Caretaker had started work to repaint the bollards white as Worknest had identified them as a trip hazard.

iv) Repairs to potholes

The Clerk informed the meeting that this is on the Caretaker's worklist for the Summer.

v) Quote for fishtail switches for emergency light testing

The Chair proposed that SKU electrical replace the fishtail switches at a cost of £294.17. The proposal was seconded by Councillor Stanley and the motion was passed by resolution of the Committee. The non-council members showed their approval for the resolution.

vi) Fire Risk Assessment

The Clerk informed the meeting that the FRA is on-hold pending completion of the current works at the Pavilion. The Clerk said she had confirmed that this arrangement was acceptable with the tenants.

Councillor Davison spoke about the playpark bridge repairs but the Clerk informed Councillor Davison that this will need to be added to the April agenda for consideration by the Parish Council.

Action: Clerk to add to the Parish Council agenda for April.

d) To receive an update from Councillor Spencer in relation to:

- Changing rooms (upstairs and downstairs)
- Accessible access to changing rooms
- Flooring (downstairs)
- Door replacement
- Window replacement
- Lighting pole
- External works

Councillor Spencer informed the meeting that the above bullet points are a 'brain dump' of priorities.

Councillor Spencer said that the changing rooms are a priority from a safeguarding perspective; three quotes have been received, a fourth is pending for work to convert the dance studio into two changing rooms. Councillor Spencer said that the quotes vary wildly from £3,000.00-6,500.00. The Clerk said she had examined the quotes and the quotes are not based on like for like specification.

Mr Warrilow detailed the specification; a wall running from front to back with two entrances and a centre partition from floor to ceiling, there will be no showers or toilets. Two strip lights may need to be repositioned.

The Clerk said that she had asked the S106 Committee at NK to reconsider their determination in relation to funding for this project.

Action: Clerk to schedule a meeting with the S106 Committee at NK.

Councillor Spencer said once the work upstairs had been completed, the downstairs changing rooms would need to be refurbished for use by children and those with accessibility requirements.

Councillor Spencer said that the flooring in the function room needs to be replaced as the floor surface is unsuitable; slippery.

Councillor Spencer said that the double PVC doors between the bar and the function room need to be replaced and quotes are being obtained for three new windows. Mr Warrilow said that the doors failed the FRA.

Councillor Spencer said that work had been approved to the lighting pole but ultimately the pole needs to be replaced.

Mr Georgiou said that dry storage is an on-going issue for the cricket club. The Clerk suggested that the cricket club apply for grants for this type of project. Councillor Spencer said that grants can be time-consuming and draw out. The Clerk said that in her role as RFO she is concerned about the budget. Expenditure to date for the 2025/26 financial year is £5214.91. The urgent items identified as part of the PPM report total based on estimates, £42,400.00. The Clerk said that based on expenditure to date, estimated expenditure versus the budget of £67,000.00, there is only £19,385.09 remaining. The Clerk said that some of the more desirable items may have to be delayed pending grant applications. Councillor Spencer said he is eager to put together a definitive list of priorities and how they are to be funded.

Mr Warrilow said that his priority relates to fire safety. He said that FRA priorities are separation of the bar and kitchen area and the door between the kitchen and the bar. He said that the firewall had been installed at their expense to allow them to move forward with food sales to make a profit.

The Clerk asked whether the wall had been rebuilt in the same place. Mr Warrilow confirmed that it had not but they had sought advice from Arion and the builder. The replacement of doors between the bar and the function are also a priority for them. He said the doors will need to be fire door quality. It was noted after the meeting that the wall was not previously authorised by the Parish Council.

Mr Warrilow said that diversity and inclusion is another of their priorities.

Mr Warrilow said that once work has been completed to convert the garage, this will free up the current office space which can be converted into female changing rooms.

The Clerk informed the meeting that only part of the garage work had been approved. An additional £650.00 of expenditure must be approved by the Parish Council.

Councillor Stanley asked whether there was any intention to replace the front entrance doors which present issues in terms of accessibility due to the entrance plate.

Councillor Davison said that items that the expenditure needs to be categorised into three different buckets. The first are items that must be done as a matter of urgency that the Parish Council will not be able to obtain grants for, items that can be discussed with NK (including S106) and items that can be paid for with grant funding.

Actions: Clerk to look at developing a tenancy agreement for the Parish Council and Sports Clubs. Councillor Spencer to put together a list of priorities for review by the Committee. Quotes for all work identified as a priority to be obtained to the same specification. To examine grants provided by the Football Foundation, Sports England, Sleaford Community Power Fund, Howell Solar Farm etc.

The Clerk reminded members that the drain report highlighted repairs below ground.

- e) A review of current approvals and expenditure in relation to

Detail	Cost	Approval Status	Completion Date
Roof Bracing single storey loft space	2230.38	Approved	Complete
Loft Insulation (single storey)	2493.84	Approved	Pending
Replacement lead flashing	1060.00	Approved	Complete
Replacement guttering and downpipes	2000.00	Approved	Start date not agreed
Additional leadwork	900.00	Approved	Complete
Light tunnels	600.00	Approved	Complete
Second storey loft work to include bracing and insulation	1248.00	Approved	Complete
External works	12500.00		
Garage works	1750.00	Approved	Additional £650.00 pending approval.
Replacement windows			New quotes required
Moss Removal			One quote received
New Pathway			Quotes pending
External lighting pole			
Electrical work in the loft	3079.17	Approved	In progress
3 Phase supply to kitchen	3305.00	Approved	In progress
Partial rewire (to include installation of fishtail switches)	2500.00	Approved by poll, 10 April 2025 (to be ratified)	In progress
Emergency Light Repairs – <i>PC approved £50 per unit with Arion, March 2025.</i>	291.67	Approved	Pending

f) Councillor Spencer proposed that the Committee approve overnight parking for up to three motorhomes at the Pavilion. The proposal was seconded by Councillor Stanley and the motion was passed by unanimous resolution of the Committee. The non-council members showed their approval for the resolution.

g) Tenancy Agreement

The Clerk said that a revised copy had been received from Chatterton's Solicitors. This had been circulated to members at the end of February 2025. Councillor Davison proposed that the tenancy agreement, having been agreed with the tenants, is presented to the Parish Council in April. The Chair seconded the proposal and the motion was passed by resolution of the Committee. The non-council members showed their approval for the resolution.

Action: Clerk to meet with the tenants to review the draft agreement revised by Chatterton's.

7. Date and time of the next meeting (PaVC25/007)

Monday 2 June 2025 at 7.30pm.

8. Questions from the public (PaVC25/008)

Not required.

The Chair closed the meeting at 8.19pm.