



MELTON PARISH COUNCIL

REC(22)63.02

Pavilion

The new Pavilion is nearing completion, however there are a few items which have delayed the opening.

Prospective hirers have been shown around the Pavilion and were very positive about the space. They have expressed an interest in hiring the Pavilion on a weekly basis.

Additional feedback received related to the option of having an hourly chargeable rate as opposed to booking an entire session.

Comments were also received regarding lighting leading towards the Pavilion for the winter months. It was felt the unlit pathway could potentially put people off from attending classes held later in the evening.

The office has also received expressions of interest to hold children's birthday parties and an enquiry from a local café to operate two days a week at the venue. Further information will be available at the meeting.

Pavilion Kit Out List – Appendix A

Members are asked to consider the Pavilion kit out list and confirm their agreement for the quantities listed in relation to crockery, glassware, and cutlery. Members are asked to decide on the colour and confirm the size and number of folding tables. As well as deciding on the additional number of chairs required, there are currently 20 allocated for the Pavilion from the office.

All options for crockery, glassware, and cutlery to be considered are cost effective and plain in design so they can be easily replaced if required. However, at the time of writing certain items from the list are out of stock and will not be available until 1st December.

There is £1,185.96 in the Pavilion kit out EMR.

Hand and Tea Towels

Members are asked to decide if they would like hirers of the Pavilion to bring their own hand towels and tea towels or if they will be provided. If towels are to be provided, whose responsibility would it be to have them laundered.

Opening Ceremony

The date for the opening ceremony has been delayed and a new date will be decided in due course.

The Pavilion opening day will be managed by the Pavilion Working Group, they would like to have at least 4 councillors available at the opening event at any one time. This could be on a rota.

External toilet opening times

The lock mechanism for the external toilet will be on a timer for locking and unlocking the door as opposed to being linked to light levels. Members are asked to consider the opening hours for the door to be set at, for example shorter hours during winter months / in line with clocks changing. E.g. This toilet is closed overnight. Opening hours April – September 8am – 8pm, October to March 8am – 4pm.

Planting around the gabions

Members are asked to consider planting for the area around the gabions at the Pavilion. Recommendations of fast growing shrubs to limit the access over the gabions and to offer protection from falling. The area of planting is much reduced as the play park fencing will now follow the line of the gabions. Plants such as sedum could be added to the gabions to create a living wall, as the succulents will spread out to cover the surface.

Members are asked to:

- Note the contents of this report
- Agree on the Pavilion kit out list
- Agree on use of tea and hand towels
- Agree on opening times for external toilet
- Agree on plants / planting for area on and around the gabions

Fliss Waters
Assistant Clerk, Melton Parish Council
September 2022

Appendix A -

Pavilion Kit Out List:

Item	Nisbets		Comments
48 Mugs	65.96	Athena Mugs	Olympia Athena Range Olympia Athena White range – simple and easily replaced
48 Glasses	24.99	Olympia Hi Ball	
48 Side Plates (150mm)	115.96		
48 Plates (280mm)	183.92		
48 Wine Glasses	135.92		
48 Cutlery	47.96		
Kettle			Argos ? – around £20
Urn 20ltr	N/A		Already have one and is PAT tested
Bin	99.99		
Microwave			Argos? Commercial unit required?
Chopping Boards	36.66 (set of 7)		
Sharp Knives	37.50 (set of 3)		
Tea pots	19.99 (set of 4)	Olympia Athena Beverage Pots	
Jugs (Milk)	11.99 (set of 4)	Athena Milk Jugs	
Jugs (Water)	19.99 (set of 6)	Olympia Glass Jugs	
Sugar Pots	38.99 (set of 12)	Olympia whiteware sugar bowl	Not available in Athena range
TOTAL	£839.82		

GoPak Contour 4ft x 2ft folding table	£129.99 per table * 7 tables = £909.93	Dimensions – (H) 698mm x (W) 1220mm x (D) 685mm	Comes in red, oak, blue, teak or beech *Oak version currently priced at £124.99 £874.93 (29/09/2022)
---------------------------------------	---	--	--

Padded Conference Chairs	£32.25 per chair Come as a pack of 4 = £129.00	Black 12 chairs currently at Pavilion with 8 to follow from office	https://www.furniture-work.co.uk/4-pack-of-chrome-frame-conference-chairs.html
--------------------------	---	---	---