

**Clerk to the Council/RFO: J Hodgkiss**  
**Chairman: Cllr C Clode**

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Minutes of the Full Council Meeting held at 7:15pm on **Monday 13<sup>th</sup> March 2024** in The Pavilion, Lythwood Sports Complex.

Present: T Clarke (TC), C Clode (CC), K Fairclough (KF), C Lewis (CL), T Osenton (TO), A Price (AP), R Ruscoe (RR), P Stevens (PS), C Teckoe (CT), M Underwood (MU), J Whittall (JW)

In attendance: Julie Hodgkiss – Clerk (JH), Peter Orrell - Deputy Clerk, 6 MOP

**FC134.23/24 TO RECEIVE APOLOGIES AND REASONS FOR ABSENCE**  
None

**FC135.23/24 DECLARATIONS OF INTEREST**  
Cllrs Teckoe, Whittall and Clarke declared non-pecuniary interests in FC137.23/24 due to membership of pavilion/facility user groups.

**FC136.23/24 PUBLIC SPEAKING/QUESTIONS AT COUNCIL MEETINGS**  
2 MOP spoke strongly in favour of approval of item FC137.23/24

**FC137.23/24 PAVILION EXTENSION AND REFURBISHMENT**  
Mr Salt of Creative Planning presented the plans to council. A group consisting of representatives from 5 user groups (plus a staff representative and 2 Cllrs) had met with Mr Salt twice and had taken the opportunity to shape the plans into their current form.  
**RESOLVED:** MU proposed to approve the proposed plans to alter the internal layout of the existing Pavilion and to add a side extension to allow for regulation (FA) suitable toilet and shower facilities. In addition to extend the car parking level with the planned extension and to create a compound area to allow for garaging, storage and a workshop. Seconded by CL. 9 members voted in favour, 2 members abstained, the motion was carried.

**FC138.23/24 PLANNING PERMISSION**  
**RESOLVED:** CL proposed to approve the Clerk to submit the Planning Application for the Pavilion to Shropshire Council and pay the associated fee to do so, seconded by TO. 9 members voted in favour, 2 members abstained, the motion was carried.

**FC139.23/24 MINUTES**

Signed:..... Date:.....

**RESOLVED:** TC proposed to approve the minutes of the Full Council held on 19<sup>th</sup> February 2024, seconded by RR and agreed by all members present.

**FC140.23/24 EXCLUSION OF THE PRESS AND PUBLIC**

**RESOLVED:** JW proposed to pass resolution to exclude the public under Public Bodies (Admission to Meetings) Act 1960, so as to discuss the following confidential matters; seconded by RR and agreed by all members present.

CC thanked the MOP for their attendance.

**FC141.23/24 PROFESSIONAL SERVICES QUOTE**

**RESOLVED:** TO proposed to approve the procurement of additional professional services to support the Pavilion refurbishment project from contractor A. To provide the following

- a) RIBA Workstage 3 – Developed Design (Planning) • Development of Design to Planning • Liaison with External Consultants and Incorporation of Information into Design • Production of Accompanying Planning Statement • Preparation and Submission of Planning Application • Review of CIL requirements
- b) RIBA Workstage 4 – Technical Design (Building Regulations and Tender) • Development of Construction Drawing Package • Liaison with Structural Engineer and Drainage Engineer • Preparation and Submission of Building Control Application (and any subsequent liaison) • Production of Tender Documentation • Management of Competitive Tender Process • Review and Analysis of Tender Returns
- c) Principle Designer Role

At a cost of £7150.00 plus VAT, this was seconded by CL, 9 members voted in favour, 2 members abstained, the motion was carried.

Meeting closed at 8.10pm

Signed:..... Date:.....