

Cllrs: Gascoyne (Chair), Newham (Vice Chair), Lee, Stocks, Hart, Peters, Hough, Reynolds and Poulter

Members of Public: 1

RESOLVED: to accept apologies received from: Cllrs Renshaw (holiday) and Burrows
Mover: Cllr Hart Seconded: Cllr Reynolds Agreed

Mover: Cllr Gascoyne Seconders: Cllr Lee Agreed

Interests to be declared as appropriate during the meeting.

The member of public didn't want to comment on anything.

6.05pm Cllr Poulter Arrived.

- Roof upgrades
- Hearing loop
- Curtains
- Push button assistance for the front door
- Metal pagoda including internal bike rack for scooters
- To look at alternative doors for the ladies toilets
- Cinema facilities
- Assessing the heritage items currently in the centre to see if there is a better way to display/light them up and to request additional photos from people in the parish
- To put a heritage page on the website
- To look into whether the licence for the centre includes the whole plot or inside only as that would affect whether to include seating

Chairman's Signature: _____ **Date:** _____

- Mover: Cllr Gascoyne Second: Cllr Hart Agreed
- b. *To consider updates on the leak at Scanderlands Pavilion*
 The emergency plumbing work has taken place with the pump on the boiler replaced and the pipe work fixed and lagged, but the boiler still isn't working. The contractor has suggested that it may need flushing and that the vessel needs replacing, but haven't provided a quote. Cllr Hough volunteered to take a look at what work needs to happen next.
RESOLVED: to refund the Clerk the final amount for the hire of the dehumidifiers.
 Mover: Cllr Gascoyne Second: Cllr Hart Agreed
RESOLVED: that the specification for the ceiling repairs be sent out and that the Parish Ranger will pain the ceiling in the hallway that has been stained.
 Mover: Cllr Gascoyne Second: Cllr Hough Agreed
 It was noted that once the ceiling had been replaced, that the electrical works would then need looking at.
 It was agreed that the Clerk should approach the insurance company to ask whether it would be possible to claim for repairs.
RESOLVED: that a condition be added to football leases about maintaining the pavilion appropriately in terms of cleaning and making sure that lights and stop cocks are turned on and off to preserve the buildings and to invite the teams to a pre-parish council meeting at 6pm to talk to them directly.
 Mover: Cllr Hart Second: Cllr Hough Agreed
- c. *Charnwood Pavilion*
 It was noted that National Grid has been called out to seal a new relay on the outside of the building that had been overloaded. There was a discussion about replacing the electrical box that covered it as it was difficult to close as one of the doors had dropped. Cllr Hough offered to ask whether it would be the responsibility of National Grid to exchange the cover.
- d. *General Maintenance Updates*
- i. It was noted that the fire alarm at Newton Community Centre wouldn't stop sounding, so an electrician was called who dropped everything to take a look. The batteries needed replacing.
 - ii. It was noted that work has been recommended from the emergency lighting testing. Staff are currently waiting for a quote which is being chased.
 - iii. **RESOLVED:** to accept the quote from *** for **** to undertake the gas servicing at the Hilcote and Newton Community Centres
 Mover: Cllr Gascoyne Second: Cllr Hart Agreed
 - iv. **RESOLVED:** to accept the quote from JMH to fix Newton Community Centre floor as they were the original installers
 Mover: Cllr Poulter Second: Cllr Gascoyne Agreed
 - v. **RESOLVED:** not to accept the generous offer of donations from local community groups to replace the water heater at Newton Community Centres, but to continue to seek appropriate quotes for replacement and the council to pay for it. Approval to be delegated to the Chair, Vice Chair and Clerk.
Mover: Cllr Hart **Second:** Cllr Reynolds **Agreed**
 - vi. **RESOLVED:** to approve quote three for the Bissell ProHeat upright carpet and upholstery cleaner for £180 to clean the carpets and upholstery at the community centres.
 Mover: Cllr Hough Second: Cllr Newham Agreed
 - vii. It was noted that staff were still waiting for a response from InPost to see who would have to pay for the planning permission for the lockers to be installed.
- e. *CCTV*
 It was agreed to look at the cost of replacing the hard drive at Scanderlands so it stores information for longer versus HicVision cameras from Amazon.
- f. *Opening and closing of community centres by groups with keys*
RESOLVED: in order to protect community groups who have a keyholder as a member and other groups are in before or after their group, that someone would check the centres before and after use for that group to prevent a conflict of interest if damage occurs over that timeframe. Groups with Councillors as key holders are exempt.
 Mover: Cllr Gascoyne Second: Cllr Hart Agreed
- g. *Woburn Close*
 It was noted that the car park was being used by Dragonfly more than initially thought and that Clairs were unable to park in there on their usual day, which caused issues.
- h. *Corner Club*

Chairman's Signature: _____ Date: _____

RESOLVED: that Cllr Newham could undertake some searched on the Land Registry to try and work out who owns the building and to contact the solicitors in Liverpool to ask whether the council would be able to take the building on in any capacity because it used to be part of a credit union.

Mover: Cllr Stocks

Seconded: Cllr Hart

Agreed

i. *Procurement Policy*

RESOLVED: to re-approve the procurement policy with a couple of amendments

Mover: Cllr Gascoyne

Seconded: Cllr Newham

Agreed

j. *Cleaning Proposal*

RESOLVED: because there is a tendency to be an issue with cleanliness following a big party with a bar when other groups are in on a weekend, that a flat fee of £128 be charged for a block booking including a bar 6pm-12midnight, any additional hours required are charged at £14 per hour as usual, that the bond of £100 and the need for the hirer to clean up after themselves still stands. On the weekends that a second hire follows such a party, Gem Cleaning (chosen from three quotes) would be brought in to clean before the second hirer arrives. This applies to private parties only as community events would be expected to be run differently.

Mover: Cllr Gascoyne

Seconded: Cllr Hart

Agreed

1678/2026 Charity Updates (LGA1972 bs139(1))

Hilcote Charity Accounts

The Clerk presented the final account for Hilcote Charity and the final amount was queried as being a positive number when it should've been negative. The Clerk to contact Rumsbys to check.

1679/2026 Communications (LGA1972 s142)

RESOLVED: that as the council would be unable to have the blackwellpc.gov.uk domain name, to instead approve Blackwell-pc.gov.uk and that e-mail addresses should take the form of

firstname.surname@blackwell-pc.gov.uk

Mover: Cllr Gascoyne

Seconded: Cllr Newham

Agreed

At this point, the member of public was asked to leave the room.

1680/2026 Staffing

RESOLVED: to approve the following whilst the Clerk is on leave:

- a weekly round-up of what has been happening would be appreciated via e-mail from the Admin Assistant or Projects and Procurement Assistant;
- that Cllr Gascoyne or Newham would attend the weekly staff meeting;
- to move the Charities meetings from 19th February to 2nd February before the main council meeting;
- to cancel the March full parish council meeting (the Clerk suggested getting a locum in);
- that a locum would be engaged to cover any further meetings as needed and a decision about the accounts would be made as and when;
- that the office would be official closed on 19th and 20th February as all members of staff would be on leave;
- to cancel the Biodiversity Working Group Meeting

Mover: Cllr Gascoyne

Seconded: Cllr Newham

Agreed

1681/2026 Date and Time of Next Meeting

Monthly Full Council meeting - Monday 2nd February 2026, 7pm at Westhouses Primary School

The meeting closed at 7.57pm

Chairman's Signature: _____ Date: _____