

**Minutes of a meeting of the Stanlake Pavilion Working Group held at 7.45 pm on Tuesday 20<sup>th</sup> June 2023 at Loddon Hall, Twyford, RG10 9JA.**

**Present:** Mr M Bray (Chairman), Mr J Bowley, Mr J Jarvis, Mrs L Jarvis, Mr F Newman & Mrs S Wisdom.  
**In attendance:** Mr M Baker, Mr R Brophy (TC), Mr S Burr (TRCC), Mr B Gilbert (TC) & Mr B Rogers (TC).  
**Clerk:** Mrs L Moffatt.

1. **Election of Chairman** Mr F Newman proposed to be Chairman by Mr J Bowley, seconded Mr M Bray. Motion carried unanimously.
2. **Election of Vice Chairman** Mrs S Wisdom proposed to be Vice Chairman by Mr J Bowley, seconded Mr M Bray. Carried unanimously.
3. **Welcome** Introductions were made.
4. **Apologies** None.
5. **Minutes of the meeting dated 21<sup>st</sup> February 2023** Minutes proposed as a true and accurate record by Mr M Bray, seconded Mr F Newman, motion carried nem con.
6. **Sports Clubs - presentation on data/survey questions /projections/ road map**  
The sports clubs presented on the size and growth of the clubs, the findings of their survey and their wishes for the pavilion.
7. **To consider:**
  - 7.1 Stakeholder and Community engagement and consultation
  - 7.2 Develop a clear project brief
  - 7.3 Consider objectives and goals to be delivered by the project
  - 7.4 Produce a viable and sustainable business plan
  - 7.5 Budget and funding of the project
  - 7.6 Submitting a pre-planning application
  - 7.7 Selecting professionals with the right skills to help with the project

The above items will be considered in the future planning of the project.  
Feasibility / viability of the project also to be considered.

8. **Request from the Finance & General purposes committee for a timeline of the plans so that funds could be divested for this purpose.**
9. **To agree actions before the next meeting**  
The Council will meet to confirm their list of wishes for the pavilion.  
Stanlake Meadow deeds to be checked for any restrictions on future building.  
Clerk to look at VAT implications.  
All - to look at possible funding streams.
10. **Date of next meetings:**

**19<sup>th</sup> September 2023** – Mr M Baker will run a facilitated workshop as preparation to develop a brief  
**21<sup>st</sup> November 2023**

**Meeting closed at 9.01pm**