



NOTES OF THE MEETING OF THE PSFC LIAISON COMMITTEE HELD AT 7PM ON THURSDAY 5TH FEBRUARY 2026 IN THE PARISH OFFICE

Parish Council members: Steve Bolingbroke, Nicky Smallbone, Karyn Buck,
Sports Club representative: Keith Woolfson, Pippa Tolfts

Note Taker: Kristina Tynan

Issues Discussed

1. **Pavilion Lease** - It was noted that the Sports Club are still not incorporated and the lease cannot be signed until this has happened. SB stated that if the lease is not signed by the 1/4/26 the building will be shut. Council has been tolerant as the deadline for signing the lease was 1/4/2025. SB said that from this year the pavilion is no longer obliged to be used as a football club as the agreement with the Football Foundation ceases so the Council can use the building for anything it wishes. The transfer of Assets also needs to take place. PT and KW said that they would ensure that the lease was signed by the deadline of 1/4/2026.

2. **Bills and Contracts**

Once the lease has been signed by the 1/4/2026, these will all be transferred to the Sports Club. Insurance will continue to be paid by the Parish Council, and an invoice will be sent to the Sports Club annually.

3. **Roll out of refurbishment project** – It was noted that the Parish Council have fully funded the projects to date and from now on any refurbishment project will only be 50% funded. KW said that they are looking to replace the bar shutter and he would need to send a case for funding to the Parish Council. The clubs asked us about funding legal expenses and non-essential works. They were asked to submit a request with justification. It was noted that the amount of funding from WPC was capped and that it was intended for essential maintenance and upgrades as agreed with the clubs.

4. **CCTV** – KW asked if it would be possible to have access to the pavilion CCTV. KT will check our current CCTV policy, and giving a representative appropriate access will be discussed by the Finance Committee

5. **Sports Club** – Lee Bowden has sent an email letting us know that he will be stepping down as Chair at the AGM which is being held on 16/2/26.

6. **Youth Club** – It was asked if the Youth Club could potentially use the Pavilion as they are looking into putting on another Youth Club session. It was noted that the only afternoon that is not possible is Thursdays.

THERE BEING NO OTHER BUSINESS THE MEETING CLOSED AT 19.40