

**Pavilion Working Group report to Preston Parish Council**  
**5 March 2026**

The PWG has held 8 meetings.

**Key points from the last meeting are:**

- Three members of the public attended the meeting as Observers.
- The PWG noted feedback from the last Parish Council meeting
- The PWG noted 2 points from a comment to the Parish Council following publication of the surveys
- Some amendments to the terms of reference were noted
- Following further consideration, the PWG will add additional points before submitting a written proposal for modification to the terms of reference to the Parish Council
- The PWG noted that the Written Reports would be included in Parish Council minutes and on the Pavilion Project section of the village website
- The PWG agreed that its meeting dates would be published in the village newsletter
- The PWG considered the quotes received for preliminary drawings and additional quotes for the drawings to be converted to plans for a planning application
- To ensure due diligence:
  - Representatives of the PWG will meet with architects on TEAMS to discuss their quotes and examples of their work.
  - Representatives of the PWG will endeavour to obtain references from previous clients of the architects.
- At the next meeting, the PWG will consider feedback from TEAMS and the available references in order to make a recommendation of which architect to select.
- It is anticipated that the PWG will be able to make a recommendation on an architect to the Parish Council at its April meeting.
- The PWG will arrange to meet the architect as soon as possible after selection
- Prior to that meeting:
  - The cricket club will check the criteria for changing rooms to ensure the drawings and plans meet ECB regulations
  - The PWG will note key points from the survey to help decide on the size of the community space

The PPC is requested to note the contents of this update.