



Parish Clerk: Carol Hall
Village Hall, Farrington Road
Paulton. BS39 7LW
Telephone: 01761 413644 Fax: 01761 413679
E-mail: clerk@paultonparishcouncil.org.uk
Website: www.paultonparishcouncil.org.uk

To: - Members of the Hub Management committee: Councillors T Bridgeman, D Garlick, G Garlick, L Hardman, A Lyons, A Meaton, P McSherry, K Paul and H Warren.

You are summoned to attend a meeting of the **Paulton Hub Management Committee** to be held in the meeting room, Village Hall, Paulton on **Wednesday 16th February 2022 at 6.00pm.**

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read 'Carol Hall', is enclosed in a light grey rectangular box.

Carol Hall, Parish Clerk

EVACUATION PROCEDURE

When the continuous alarm sounds, you must evacuate the building by the exit and proceed downstairs to the tennis courts.

THIS MEETING MAY BE FILMED OR RECORDED

AGENDA

1. **APOLOGIES FOR ABSENCE**

To note any apologies for absence.

2. **PUBLIC PARTICIPATION**

In accordance with Standing Order 3, members of the public may make representations, answer questions, and give evidence at a meeting which they are entitled to attend in respect of the business on the agenda.

3. **DECLARATIONS OF INTEREST**

To receive any Declarations of Interest under Paulton Parish Council's Code of Conduct (adopted on 30th November 2021) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

4. CONFIRMATION OF MINUTES

That the Minutes of the Hub Management committee meeting held on 19th January 2022 are approved as a correct record and signed by the Chairman.

5. UPDATE FROM THE HUB ADMIN ASSISTANT

To receive and note the following update:

- January footfall figures showed 19 new members. The highest of all the Community run libraries.
- 2 sets of wall mounted racks have been fitted. The large table in the library is now clear.
- A halogen heater is in place and is very efficient. The volunteers are very happy with it.
- An engineer has serviced the heating system. A replacement pump is required as there is a hole in it, we are awaiting a quote and will schedule the repair.
- All lights in the building are now working. The blue light shades were not damaged.
- The supplier has inspected the café extraction system. It would appear that the current extractor is not sufficient and therefore it will be replaced in the next couple of weeks for a larger extractor at no cost to the Council.
- The shutter has now been repaired.
- The new library IT system will be implemented in March/April. 3 Volunteers and 1 Councillor officer will receive the initial training to role out to the volunteers, an initial visit to Keynsham has been scheduled to view the new system.

6. PRS LICENSE

Confirmation has been received that if the Café plays music/radio without a PPL/PRS licence, the Council would be liable.

To consider the following options:

- The Council purchase a license.
- A separate contract or clause is added to the lease stating that music/radio must not be played without the appropriate license, fines for not having an appropriate license will be passed to the Café tenant.
- The Council purchase a license and incorporate the Café tenants' proportion into the rent.

7. RENT REDUCTION

To receive an update from the Clerk in respect of the request for a rent reduction from SEP properties.

8. LETTER FROM CAFÉ TENANT

To receive a letter from the Café tenant and to consider the requests made.

9. DATE OF THE NEXT MEETING

The next scheduled meeting for the Hub Committee is the **13th April 2022** at 6pm.

10. EXCLUSION OF PRESS AND PUBLIC

That pursuant to the provision of the Public Bodies (Admission to Meetings) Act 1960, the press and public be excluded from the meeting for the following items of business by reason of the confidential nature of business to be transacted – to consider commercial matters.

11. CAFÉ LEASE

To consider and review the terms of the lease for the Café in preparation for the renewal on the 22nd September 2022.