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To: - Members of the Hub Management committee: Councillors T Bridgeman, G Garlick, L Hardman, A Lyons, A Meaton, P McSherry 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 **Tuesday 24th May 2022 at 6.00pm.**

The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Carol Hall".

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. **ELECTION OF CHAIRMAN 2022/23**

To elect a Chairman for the ensuing municipal year.

2. **ELECTION OF VICE-CHAIRMAN 2022/23**

To elect a Vice-Chairman for the ensuing municipal year.

(The committee may appoint a Vice-Chairman but does not have to do so).

3. **APOLOGIES FOR ABSENCE**

To note any apologies for absence.

4. 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.

5. 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.

6. CONFIRMATION OF MINUTES

That the Minutes of the Hub Management Committee meeting held on 13th April 2022 are approved as a correct record and signed by the Chairman.

7. UPDATE FROM THE HUB ADMIN ASSISTANT

To receive and note the following update:

- April footfall figures showed 12 new members. Active users have increased to 68%.
- The second Baby Bounce took place on 29th April. Once again it was well attended with positive feedback. Dates have been arranged for the next four months. Cllr L Hardman wrote an article for the local news to further advertise. An article will be included with the Summer Magazine.
- It is becoming increasingly challenging for Kathleen to fill the volunteer spaces each week and is taking a considerable amount of time. As mentioned previously a volunteer recruitment drive is urgently needed. Kathleen has prepared a large poster to advertise, the volunteers are focusing on recruitment at events and an advert will be placed in the magazine.
- The Creative and Cultural Development officer for Bath Spa University will have run a drop-in session in the library Monday 23rd May between 10-1pm. Working closely with BANES it is aimed to support artists, makers and creative people to access funding, spaces and to creatively "map" the area allowing to potentially bring more funding in for arts and community projects in Paulton.
- Community Libraries will shortly be receiving packs for the "Big Jubilee Read", the packs include 10 recommend books for each decade of Her Majesty The Queens reign. We have only received the initial information and will be sharing with the volunteers when further details are received.

8. FEEDBACK FROM VOLUNTEER MEETING (attached)

To receive and note the update from the volunteer meeting held on 26th April.

9. CAFÉ OPENING HOURS

It was resolved at the meeting on the 13th April that the café would continue to close at 3pm Tuesday – Friday as a temporary arrangement and would be reviewed at each Management Committee meeting.

10. REQUEST FROM ACTIVE TRAVEL

Active Travel is a charity initiated by BANES. The charity seeks to encourage and support people to get active through walking and cycling. We have been approached as they would like a hub in our village based at the library.

Subject to approval of their funding it is requested that they set up in the library at the small seating area to engage with residents, there will be 1 person present and a pop-up advertising standing. They will attend 1 day per week between the hours of 9-3pm and will pay £10 per hour for the use of the space.

The Committee need to approve the request from Active Travel to commence using the space upon receipt of their funding.

11. REQUEST FROM BANES- BATH AND SOMER VALLEY ENTERPRISE ZONE

A request has been received from the development officer for the Bath and Somer Valley Enterprise Zone. There is a public engagement exercise between 19th May – 30th June to give people the opportunity to learn and comment on the proposals. Information is available online however there are plans to display the information in local libraries for those who do not have internet access.

We have received a request to display 3 x A1 information boards with stands in the Hub. I have expressed concerns about the lack of space to accommodate the stands and asked for an alternative, in the interim A4 packs will be made available with a comment box from the 20th May. BANES would like the Committee to approve the placing of the stands.

12. DATE OF THE NEXT MEETING

The next scheduled meeting for the Hub Committee is the **26th July 2022** at 6pm.

13. 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.

14. CAFÉ RENT REVIEW (attached)

In accordance with the lease the annual rent review for the café tenant needs completing, any changes will take effect from 23rd September 2021. Any recommendation will require approval by the Full Council.