



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

To: - Members of the Paulton Hub Management Committee: Councillors Bridgeman, Easter, Hardman, Harle, Lyons, Mitchard, McSherry (Chairman) and Newton.

You are summoned to attend a meeting of the Paulton Hub Management Committee to be held in the meeting room on **Tuesday 28th May 2024 at 7:00pm.**

The agenda for the meeting appears below.

AGENDA

1. ELECTION OF THE CHAIRMAN

To elect the Chairman for the municipal year 2024 to 2025.

2. ELECTION OF THE VICE-CHAIRMAN

To elect the Vice-Chairman (if required)

3. APOLOGIES FOR ABSENCE

To receive and accept apologies for non-attendance.

4. DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda 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.

5. CONFIRMATION OF MINUTES

That the minutes of the Paulton Hub Management Committee meeting held on 7th May 2024 to be approved as a correct record and signed by the Chairman.

6. ADMINISTRATOR'S REPORT

To receive and note the Administrator's report.

7. STORAGE FOR THE CAFÉ

To discuss workable solutions to the storage of non-food items.

8. CLEANING

Clerk to give an update on the cleaning following a meeting with the contractor.

9. MEETING ROOM

Clerk to give an update on the bookshelf and a replacement table.

10. SIGNAGE

The Clerk has contact SEP regarding changing the signage. Enquiries regarding the removal of the film on the windows and replacing it is ongoing, as we have been unable to find a contractor to do this type of work.

11. REDECORATION IN THE CAFÉ AREA

To discuss and approve the redecoration of the main wall in the café area.

12. 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.

13. UPDATE ON CAFÉ TRADING

To discuss the latest position on trading and finances.

14. DATE ON NEXT MEETING – PLEASE NOTE MEETING START TIME

The next meeting of the Committee is scheduled to take place on **2nd July 2024** at **7:00pm**.