



Parish Clerk: Carol Hall
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To: - Members of the Hub Management committee: Councillors T Bridgeman, D Garlick, G Garlick, L Hardman, A Lyons, A Meaton, L Quinn, P McSherry and H Warren.

You are summoned to attend a meeting of the **Paulton Hub Management Committee** to be held via video conference on **Tuesday 23rd February 2020 at 6.00pm**. The Agenda for the meeting appears below.

The link for the meeting can be found below and on our website for members of the public who wish to join, alternatively please contact the Clerk if you would like the link emailed directly.

<https://us02web.zoom.us/j/81125401904?pwd=NUxLbERtREFDVGQ0Z3pWbm96UHovdz09>

A handwritten signature in black ink, appearing to read 'Carol Hall', is placed on a light grey rectangular background.

Carol Hall, Parish Clerk

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 16th October 2012) 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 2021 are electronically approved as a correct record and signed by the Chairman.

5. UPDATE FROM THE HUB ADMIN ASSISTANT (attached)

To receive and note the attached update from Hillary Oram.

To decide if the sign that has been researched is suitable to replace the existing outside sign, if agreed then further quotes from companies will be obtained in readiness for next month's meeting.

6. EVENT PLAN (attached)

To note the updates on the attached event plan.

7. CAFÉ FURNITURE

To receive an update following the resolutions at the meeting held on the 19th January 2021:

- I. The manufacturer has been contacted to inform them that a £50 refund and continued use of the chairs was not a satisfactory resolution as the chairs are not fit for purpose. Several emails to them have resulted in the same response.
- II. Trading Standards have been contacted to discuss options. As the manufacturer is not UK or EU based, they have informed me that it would be difficult and costly to pursue a claim and would be highly unlikely to result in us recovering the cost of the furniture.
- III. Details and images of the chairs have been forwarded to trading standards as they will look to prevent the manufacturer trading in the UK if the product is considered unsafe for use.
- IV. Details of our complaint have been forwarded to Amazon who have submitted a return request on our behalf, the manufacturer has closed this down with no response. Details have again been sent to Amazon and I am awaiting a response.
- V. The plastic chairs are in situ at the hub for temporary use until the matter has been resolved. Images have been forwarded to the Management Committee.

The Hub Management Committee need to agree a way forward to replacing the chairs.

8. HUB THINKPADS

To note that the Thinkpads are unsuitable for use at the Paulton Infant school. This is due to settings that are required, as set out by the Government for schools. If completed the Thinkpads would no longer be suitable for use in the Hub at a future date. Therefore, the Thinkpads have been returned.

9. FLOORING

To note that there still has been no response from KJ Flooring regarding the invoice for the flooring at the Hub.

10. HUB DRAINING BOARD

To note that a draining board has not been purchased for the Café. It has been difficult to improve on what the tenant has already in place. The tenant has been contacted on the 18th January to ask specifically what she would like.

11. DATE OF THE NEXT MEETING

The next scheduled meeting for the Hub Committee is the **16th March 2021** at 6pm.