

Paulton Parish Council



To: - Members of the Hub Management committee: Councillors J Humphries, L Hardman, A Lyons, P McSherry and H Warren. K Still (non-Councillor member).

You are summoned to attend a meeting of the **Paulton Hub Management Committee** to be held in the Village Hall meeting room, Paulton on **Tuesday 11th September 2018 at 7.00pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read 'Jo Swift', is positioned above the name of the Parish Clerk.

Jo Swift, Parish Clerk

5th September 2018

EVACUATION PROCEDURE

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

AGENDA

1. APOLOGIES FOR ABSENCE

2. 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.

3. PUBLIC PARTICIPATION

That in accordance with Standing Order 3 members of the public be permitted to address the Chairman on questions and observations upon matters within the jurisdiction of the Council.

4. CONFIRMATION OF MINUTES

That the Minutes of the Parish Council meeting held on 7th August 2018 are approved as a correct record and signed by the Chairman.

5. INITIAL TASKS ANDTIMELINE

An update to be provided.

At the last meeting it was agreed that the matters below be actioned by the next committee meeting on 11th September 2018 and that costs are provided.

Task group 1 – start to look at equipment, inventory, services and utilities contracts.

Task group 2 – shelving and stock, primlinary floor plans. Start looking at replacement computers and IT systems required.

Task group 3 – space planning to include Café, CCTV upgrade, WIFI and any alterations that may need to be made.

6. 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.

7. FUNDING

As agreed at the last meeting the draft application form to be presented to the committee for comments and to be sent off by 30.09.18 and a total figure to be decided upon at the meeting which will be made up of £5K plus an amount for the Enabling Fund.

8. LEASES

To discuss any matters relating to the leases for the Hub.

9. COMMUNITY LIBRARY AGREEMENT

At the last meeting it was agreed that the agreement is sent to all Councillors on the committee and comments to be brought back to the next meeting. (The agreement was sent to member of the committee on 8th August).

10. DATE OF THE NEXT MEETING

The next meeting of the Paulton Hub Management committee is scheduled to take place on **16th October 2018 at 7pm**