

Paulton Parish Council



To: - Members of the Hub Management committee: Councillors J Humphries, L Hardman, A Lyons, L Quinn, 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 8th January 2019 at 5.30pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read 'Jo Swift', is written over a light blue horizontal line.

Jo Swift, Parish Clerk

2nd January 2019

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 11th December 2018 are approved as a correct record and signed by the Chairman.

5. INITIAL TASKS AND TIMELINE

(i) An update on the tasks, agreed at the last meeting, to be provided by each task group.

(ii) To note that the following is to be done by the office, in conjunction with the Chairman:

- Investigate the equipment that will be needed for the library e.g. printer, photocopier, scanner equipment, computers and software for public use computers and for the volunteers.
- Wi-Fi
- CCTV

(iii) Set new tasks with a timeline.

(iv) Review Task Groups.

6. PLANNING

An update to be provided.

7. CLEANER

To decide what hours and days are required for the office to obtain a formal quote.

8. DATE OF NEXT MEETING

The next meeting is to be held on **Tuesday 5th February 2019** at 5.30 pm.

9. 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.

10. LEASES

An update will be provided if one is available.

11. COMMUNITY LIBRARY AGREEMENT

The Clerk will provide an update.