



To: - Members of the Hub Management committee: Councillors L Hardman, J Humphries (Chairman), A Lyons, L Quinn, P McSherry and H Warren.

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 9th April at 7.00pm**. The Agenda for the meeting appears below.

A handwritten signature in black ink, appearing to read "Jo Swift".

Jo Swift, Parish Clerk

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

To note any 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 5th February 2019 are approved as a correct record and signed by the Chairman.

5. TASKS AND TIMELINE

- (i) An update on the tasks undertaken by the committee.
- (ii) An update on the tasks agreed at the meeting with B&NES on 26.02.19

(iii) To discuss any other actions/tasks that may need doing.

6. CLEANER

To decide what hours and days are required to enable quotes to be sought.

7. SIGNAGE

To agree the new signage for the Hub to present to B&NES for planning permission.

8. OPENING HOURS

Agree the opening hours of the Hub and the Library.

9. VOLUNTEERS

(i) To approve a volunteer pack.

(ii) To decide how to manage the volunteer applications received.

10. LICENCES

To agree the limits, if any, on what members of the public can view on the computer so the relevant licences can be applied for.

11. GROUPS THAT USE THE HUB

To discuss the present users of the Hub, that are not charged, and decide if they will be able to continue to use the facility in the same way.

12. NEWSPAPERS

Presently the library provides newspapers. The committee need to decide whether to continue with this service or not. Costs and the amount of papers provided has been requested.

13. DATE OF NEXT MEETING

The next meeting to be arranged at a later date.

14. 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.

15. LEASES

An update will be provided.

16. CAFE

An update will be provided.