

PAULTON PARISH COUNCIL

Minutes of the Hub Management Committee meeting held on
Wednesday 16th February 2022 at 6.00pm held at the Village Hall meeting room.

PRESENT: Members of the Hub Management committee: D Garlick, G Garlick, L Hardman, A Lyons, P McSherry, A Meaton and H Warren.

IN ATTENDANCE: Carol Hall – Clerk and 1 Member of Public

22-88. APOLOGIES FOR ABSENCE

Apologies were noted for Councillors T Bridgeman and K Paul.

22-89. PUBLIC PARTICIPATION

There was none.

22-90. DECLARATIONS OF INTEREST

Councillors L Hardman, A Lyons, and H Warren declared they are library volunteers.

22-91. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 19th January 2022 were confirmed as a true record and signed by the Chairman.

22-92. UPDATE FROM THE HUB ADMIN ASSISTANT

An update was received, and the following points were noted:

- January footfall figures showed 19 new members. The highest of all the Community run libraries.
- 2 sets of wall mounted racks have been fitted. The large table in the library is now clear.
- A halogen heater is in place and is very efficient. The volunteers are very happy with it.
- An engineer has serviced the heating system. A replacement pump is required as there is a hole in it, we are awaiting a quote and will schedule the repair.
- All lights in the building are now working. The blue light shades were not damaged.
- The supplier has inspected the café extraction system. It would appear that the current extractor is not sufficient and therefore it will be replaced in the next couple of weeks for a larger extractor at no cost to the Council.
- The shutter has now been repaired.
- The new library IT system will be implemented in March/April. 3 Volunteers and 1 Council officer will receive the initial training to rollout to the volunteers, an initial visit to Keynsham has been scheduled to view the new system.

22-93. PRS LICENSE

The Committee were informed that if the café played music/radio without a PRS license, the Council would be liable for any fines. A discussion was held about future events in the facility and the need for a license.

Standing orders were suspended at 6.20pm to enable the café tenant/member of public to speak.

Standing orders were reinstated at 6.23pm

Resolved – that a PPL/PRS license would be purchased for the community hub at a cost of £382.50 net. The Council and the Café would each pay half the cost, therefore £161.25 each.

22-94. RENT REDUCTION

The Clerk informed the Committee that a formal request had been made for a reduction in the rent for the Community Hub premises. Although the request received a positive response it needs to be put to the board of Directors for approval. An update will be provided once received.

22-95. LETTER FROM CAFÉ TENANT

A letter was received from the Café tenant with requests for consideration.

Standing orders were suspended at 6.35pm to enable the café tenant/member of public to speak and fully explain her requests for consideration.

Standing orders were reinstated at 6.50pm.

Resolved – that the café will close at 3pm Tuesday to Friday. This will be reviewed at the next meeting scheduled for 13th April.

Resolved – that delegated authority was given to the Clerk to approve events outside of the normal opening times as per the conditions of the lease. Details of approval given will be reported at the next scheduled meeting.

Resolved – that a 2nd small table could be placed along the dividing wall in the shared access area.

22-96. DATE OF NEXT MEETING

The next scheduled Hub Committee meeting is the **13th April 2022** at 6.00pm.

22-97. EXCLUSION OF PRESS AND PUBLIC

Resolved - 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.

22-98. CAFÉ LEASE

The existing lease was reviewed, there was no immediate changes identified. It was agreed that each member would review the lease and notify the Clerk of any points that may need amending, adding or clarifying. Details would be sent to the Clerk by the 31st March and would be added to the agenda for review in April.

The meeting finished at 7.28pm

Signed: Date:
(Chairman)