

PAULTON PARISH COUNCIL

Minutes of the Hub Management Committee meeting held on
Tuesday 13th February 2024
held at the Village Hall meeting room.

Present: Councillors (Cllrs) Bridgeman, Easter, Hardman, Harle, Lyons (Chairman), Mitchard, Newton and Price
In Attendance: Helen Jenkins (Clerk)

Minutes

24-01 - APOLOGIES FOR ABSENCE

To note any apologies for absence.

Apologies received from Cllr McSherry.

24-02 - DECLARATIONS OF INTEREST

To receive any Declarations of Interest, including Disclosable Pecuniary Interests (DPI) on the agenda under Paulton Parish Council's Code of Conduct (adopted on 30th November 2021) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464.

Cllrs Hardman, Lyons and Newton declared their interest as Hub Volunteers.

24-03 – CONFIRMATION OF MINUTES

Resolved that the minutes of the Paulton Hub Management Committee meeting held on 12th December 2023 to be approved as a correct record and signed by the Chairman.

24-04 – ADMINISTRATOR'S REPORT

Report received and noted. Cllrs queried that there were quite a few items for the Administrator to complete.

24-05 – LIGHTING FIXTURES FOR THE LIBRARY

The lights in the café kitchen area and the staff room were not replaced when the work was carried out on the Hub. Arrangements have been made for these lights to be replaced.

24-06 – HUB ELECTRIC METER

The sub meter has been installed and will be monitored.

24-07 – STAFF ROOM

The staff room has had a revamp and is being used as it was intended for the volunteers to keep personal belongings, to be able to make drinks and have a quiet space if needed.

24-08 – USE OF THE SMALL OFFICE

The Clerk reported that there had been a meeting with a representative from an organisation with a view to using the room. The organisation will contact the Clerk with a proposal for the use of the facility.

24-09 - 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.

24-10 – CAFÉ UPDATE

Resolved that a letter be sent to the current tenant confirm the end date of the tenancy. Also that a tender process will commence for a new contract to operate the café.

24-11 - FINANCES

The Clerk gave an update on the income.

24-12 – DATE OF NEXT MEETING

The next meeting of the committee is scheduled to take place on **Tuesday 16th April 2024 at 8:00pm. Please note the new date and time.**

The Meeting ended at 9:00pm

Signed:.....
(Chairman)

Date:.....