

# PAULTON PARISH COUNCIL

Minutes of the Hub Management Committee meeting held on  
Tuesday 16th April 2024  
held at the Village Hall meeting room.

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

## Minutes

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### 24-13 - APOLOGIES FOR ABSENCE

To note any apologies for absence.

All Cllrs present.

### 24-14 - 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.

### 24-15 – CONFIRMATION OF MINUTES

**Deferred** minutes of the Paulton Hub Management Committee meeting held on 13<sup>th</sup> February 2024.

## 24-16 – ADMINISTRATOR'S REPORT

PALS meeting report received and noted. Cllrs wishes to extend their thanks to the volunteers for the outreach they are carrying and individual thanks to Kathleen Still for the work on the shelf and box units in the library and to the Administrator for the Hub.

### 24-17 – LIGHTING FIXTURES FOR THE LIBRARY

The lights in the café kitchen area and the staff room have been replaced. It was noted that the two lights in the foyer were missed off of the request to replace the lights. Arrangement will be made for them to be replaced. The pendant lights bulbs are proving difficult to change. We will need to monitor this as the danger is in trying to remove the bulb, it can be easily broken if it has not been allowed to cool down.

### 24-18 – USE OF THE SMALL OFFICE

To discuss the proposal that has been received from Trauma Breakthrough regarding use of the office.

**Resolved** that the small office can be used by Trauma Breakthrough. The Clerk will confirm arrangements with the group.

### 24-19 - 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.**

### 24-20 – CAFÉ TENDER

Although there were some enquiries and an entry was made after the deadline, it was agreed that the Parish Council will run the café and re-visit offers in the future.

### 24-21 – DATE OF NEXT MEETING

The next meeting of the committee is scheduled to take place on **Tuesday 28<sup>th</sup> May 2024 at 6:00pm.**

The Meeting ended at 6:47pm

Signed:.....  
(Chairman)

Date:.....