

PAULTON PARISH COUNCIL

Minutes of the Hub Management Committee meeting held on
Tuesday 23rd July 2024 at 7:00pm
held at the Village Hall meeting room.

Present: Councillors (Cllrs) Breeze-Crow, Hardman, Harle, Lyons, McSherry (Chairman) and Newton

Minutes

24-36 – APOLOGIES FOR ABSENCE

All Cllrs present.

24-37 - 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.

None declared.

24-38 - CONFIRMATION OF MINUTES

To receive and approve: - Minutes of the Paulton Hub Management Committee Meeting of Paulton Parish Council held on 28th May 2024

Resolved to approve the Minutes.

24-40 – ADMINISTRATOR'S REPORT

Noted report.

24-41 – STORAGE FOR THE CAFÉ

A cupboard has been purchased and is in use.

Agreed that a container with a lid be purchased to store the dirty tea towels before collection for cleaning.

24-42 - CLEANING

Resolved to increase the hours for cleaning, Clerk to discuss with cleaning contractor.

24-43 - MEETING ROOM

Clerk is waiting to hear from one organisation regarding dates. Another enquiry has been received and will try to accommodate when days for the first group are known.

24-44 - SIGNAGE

Clerk is still awaiting a response from SEP Properties regarding signage. Enquiries regarding the removing and replacement of the film on the windows is ongoing.

24-45 – REDECORATION IN THE CAFÉ AREA

Deferred until the next meeting.

24-46 - STAFFING OF CAFÉ

Resolved that the staffing hours are Monday to Friday 8:45am to 15:45pm, Saturday 8:45 am to 14:00 pm. To be reviewed at the end of August.

24-47 - FLY SCREENS FOR WINDOWS IN KITCHEN

Screen were due to arrive on Wednesday 24th July and will be fitted as soon as possible.

24-48 - 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.

24-49 – UPDATE OF CAFÉ TRADING AND OUTSTANDING BILLS

Clerk confirmed that a letter had been sent to the previous tenant regarding the final position and is awaiting a response.

Noted the report presented.

24-50 – DATE OF NEXT MEETING

The next meeting of the committee is scheduled to take place on Tuesday 6th August 2024 but has been cancelled. Next meeting is to take place on 3rd September 2024 at 7:00pm.

The Meeting ended at 8:10pm

Signed.....

Date.....

(Chairman)