

PAULTON PARISH COUNCIL

Minutes of the Parish Council meeting held on
Tuesday 15th January 2019 at 7.00pm held in the meeting room, Village Hall, Paulton

PRESENT: Councillors T Bridgeman, L Hardman, J Humphries (Vice Chairman), J Loxton, A Lyons (Chairman), P McSherry, C Mitchard, L Quinn, B Stevens, M Stevens and H Warren.

IN ATTENDANCE: Jo Swift – Clerk, J Bull (B&NES Council) and 1 member of public.

891. APOLOGIES FOR ABSENCE

- (i) To note apologies from Councillor H Howson.
- (ii) **Resolved** – that Councillor S Long's leave of absence was approved for 2 months.

892. PUBLIC PARTICIPATION

The Clerk read out a letter from the PiP (Pride In Paulton group) in respect of the Paulton Magazine.

It was suggested that the magazine team write to PIP explaining what happened and if the reply isn't accepted, then it will go on the agenda for the February Parish Council meeting. A copy of the reply from the magazine team to be copied to all Councillors.

The member of public present spoke about the history behind the removal of the post box outside their property on 4 Salisbury Road.

893. DECLARATIONS OF INTEREST

Councillor H Warren declared an interest in agenda item 7.

894. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 18th December 2018 were confirmed as a true record and signed by the Chairman.

895. CHAIRMANS REPORT

The Chairman has been invited by Karen Walker – Chair of B&NES to attend a Holocaust Memorial function on 24th January 2019. Councillor Liz Hardman will also be attending in her role as a B&NES Councillor.

896. CLERKS REPORT

The agreed amount of £10,000 has now been received from B&NES Council in respect of Plumptre Road.

The Parish Council now own the land at Old Mills Lane.

It was suggested that as the Parish Council don't want houses built on the land that something is put in place to protect this land. Clerk to investigate.

897. LIBRARY VOLUNTEERS EVENT

Resolved – that £70.00 will be paid for an end of year event for the library volunteers and that the money will come from an appropriate budget.

898. INTERNAL AUDIT REPORT 2018/19 APRIL TO OCTOBER 2018

Resolved - that the bank reconciliations will be signed and dated by the Clerk each month and that Councillors L Quinn and M Stevens will check the bank statements against the bank reconciliation quarterly.

Resolved – that the Clerk will look into introducing a policy for Business Continuity and/or Disaster Recovery Plans.

Resolved – that the Risk Assessment will be updated to include the on-line payment facility that is used by the Parish Council.

Resolved – that the Parish Councils DPO will be contacted in respect of Councillor email addresses.

899. NATIONWIDE BUSINESS ACCOUNT

Resolved – that a 3 Year Saver Nationwide business account is opened and that £85,000 is deposited.

900. FINANCES (MONTH 9 – DECEMBER 2018)

Resolved - that the finances for month 9 (December 2018) were approved.

901. 2019/2020 BUDGET

Resolved – that a precept of £219,808 for 2019/20 is approved.

902. HUB MANAGEMENT REPORT

The agreement with B&NES has been received and before signing advice was sought. The agreement has now been signed and returned to B&NES and should now open up the funding stream from B&NES. There is no update on the building lease. An IT company, builder and electrician have all been to the site to see what works are required. Discussions are taking place with regards to the kitchen as to what can be re-used, replaced and moved. Work has been done on the configuration of the library space. The Chairman reported that a lot of work is taking place behind the scenes by the committee and staff and thanks were given. The Hub will have to close whilst works are completed but this amount of time will be kept to a minimum. It is hoped that there will be a grand opening at the end of April 2019.

903. REPLACEMENT POST BOX FROM 4 SALISBURY ROAD

Resolved – that the Bloomfield care home wall, on Salisbury Road, is the suggested place for the relocation of the post box.

904. DATE OF NEXT MEETING

The next scheduled Parish Council meeting is to be held on **Tuesday 12th February 2019** at 7.00pm.

905. 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 a staffing matter.

906. STAFFING MATTERS

Resolved – that a 5-hour contract is awarded to 31.03.20 with the 3 conditions as detailed at 3.1 in the report with the change that the additional hours worked will be paid instead of time being taken off in lieu.

Meeting ended at 8.15 pm.

Signed: Date:
(Chairman)

DRAFT