

# PAULTON PARISH COUNCIL

Minutes of Paulton Hub Management committee meeting held on  
Tuesday 7<sup>th</sup> August at 6.00pm held in the meeting room, Village Hall, Paulton

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PRESENT: Councillors L Hardman, J Humphries, J Luxton, A Lyons, L Quinn and H Warren.  
K Still (non-Councillor)

IN ATTENDANCE: Jo Swift – Clerk and 1 member of the public.

11. APOLOGIES FOR ABSENCE

To note apologies from Councillor P McSherry

12. DECLARATIONS OF INTEREST

There was none.

13. PUBLIC PARTICIPATION

There was none.

14. CONFIRMATION OF MINUTES

**Resolved** – that the minutes of the meeting held on 24th July 2018 were confirmed as a true record and signed by the Chairman.

15. MEETING WITH B&NES COUNCIL

**Resolved:**

- (i) That Councillors A Lyons and J Humphries will attend the meeting with B&NES Council and the Co-op to discuss the lease and rent on 13<sup>th</sup> September 2018.
- (ii) That on receipt of information from K Still, a letter to be written to Councillor Karen Warrington (Cabinet Member for Transformation and Customer Services) regarding concerns that the library is in danger of failing before the takeover.
- (iii) That Kathleen Still and Councillors J Luxton and H Warren to visit Saltford Branch library in an official capacity to view how they are managing their library.

It was agreed at the meeting with B&NES that they would do the following:

- Provide the latest Tenancy at Will for the Café
- Use Class – ensure that any changes required are dealt with prior to the takeover and any planning applications to be paid for by B&NES
- Contact Christopher Taylor regarding the original architecture of the Hub
- Separate utility units to be looked into and connected if necessary

Members to note that there is to be an event on 11<sup>th</sup> April 2019 for those that have taken on a library. This will be held in the Community Space in Keynsham.

16. FUNDING

**Resolved** – that Councillor J Humphries to complete the full grant application form for community run libraries. The draft will provided at the next committee meeting on 11.09.18. The completed form to be sent off by 30.09.18 and a total figure to be decided upon at the meeting which will be made up of £5K plus an amount for the Enabling Fund.

17. INITIAL TASKS AND TIMELINE

Matters to be action by the next committee meeting on 11<sup>th</sup> September 2018:

Task group 1 – start to look at equipment, inventory, services and utilities contracts. Task group 2 – shelving and stock, preliminary floor plans. Start looking at replacement computers and IT systems required.

Task group 3 – space planning to include Café, CCTV upgrade, WIFI and any alterations that may need to be made.

Costs to be brought to the next meeting.

18. 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.

19. LEASES

To be discussed at a future meeting.

20. COMMUNITY LIBRARY AGREEMENT

**Resolved** – that the agreement is sent to all Councillors on the committee and comments to be brought back to the next meeting.

21. DATE OF THE NEXT MEETING

The next meeting of the Paulton Hub Management committee is scheduled to take place on 11<sup>th</sup> **September 2018 at 7pm.**

The meeting closed at 7.00 pm

Signed: ..... Date: .....  
(Chairman)