

PAULTON PARISH COUNCIL

Minutes of Paulton Hub Management committee meeting held on
Tuesday 11th September 2018 at 7.00pm held in the meeting room, Village Hall, Paulton

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

IN ATTENDANCE: Jo Swift – Clerk and 2 members of the public.

22. APOLOGIES FOR ABSENCE

There were none.

23. DECLARATIONS OF INTEREST

There was none.

24. PUBLIC PARTICIPATION

There was none.

25. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 7th August 2018 were confirmed as a true record and signed by the Chairman.

26. INITIAL TASKS AND TIMELINE

Task group 1:

- Inventory – a cafe inventory has been completed (9th August 2018). B&NES to be asked if they have an inventory and if they agree with the items referred to them on the inventory.
- Services – utilities are presently with SSE. Other companies tariffs have been sought.

Task group 2:

- Items broken down into 3 headings – items to be purchased, existing items and make do or mend items.
- Computers/IT - information has been sought. Phone also needs to be investigated.

Task group 3:

- Space planning and upgrading/alterations have been considered.

27. 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.

28. FUNDING

Following on from the recent site visit, proposed plans of the Library/Hub were handed out to those present and discussed. Budget costs for IT were provided to the committee and discussed at length. Budget costs for the proposed building work, as per the plans, were handed to the committee for consideration.

A budget was shown which included all the costs from the proposed plans and works from each task groups. Amendments were made to the budget following discussions.

Resolved – the final figure in the budget will be requested from B&NES via the 'Enabling Fund' and the 'Start Up grant' will also be applied for.

Resolved – that the committee look at the grant application form and send any comments to Councillor Humphries, **by 14th September**, who will then collate. The Clerk and Councillor J Humphries will meet to finalise a draft to circulate to the committee for final approval before submission.

29. LEASES

Councillors J Humphries and A Lyons have a meeting with Radco on Thursday 13th September. Task Group 1 are to look at the tenancy with the café and also the relationship with the café and the library. Finances need to be considered and passed to the Clerk by the end of October 2018 for inclusion into the Parish Council 2019/20 budget.

30. COMMUNITY LIBRARY AGREEMENT

At some point, in the near future, dates and finances to be added and agreed with B&NES Council. Once the committee is satisfied with it, it will be passed to a solicitor for legal advice.

31. DATE OF THE NEXT MEETING

The next meeting of the Paulton Hub Management committee is scheduled to take place on **16th October 2018 at 7pm.**

The meeting closed at 9.00pm

Signed: Date:
(Chairman)