

PAULTON PARISH COUNCIL

Minutes of Paulton Hub Management committee meeting held on
Tuesday 8th January 2019 at 5.30pm held in the meeting room, Village Hall, Paulton

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

IN ATTENDANCE: Jo Swift – Clerk

63. APOLOGIES FOR ABSENCE

There was none.

64. DECLARATIONS OF INTEREST

There was none.

65. PUBLIC PARTICIPATION

There was none.

66. CONFIRMATION OF MINUTES

Resolved – that the minutes of the meeting held on 11th December 2018 were confirmed as a true record and signed by the Chairman.

67. INITIAL TASKS AND TIMELINE

Task Group 1 – a meeting with the café owner was held on 2nd January 2019, the requirements and ideas for the café etc have been distributed to members of the committee for consideration. They were discussed in detail. It was agreed that members of the committee will meet at **6pm on Monday 14th January** for a visit to the Hub. The main purpose will be to inform the electrician of what work needs to be done.

Task Group 2 – it was reported that any furniture that we want to keep already at the Library we can, what we don't want B&NES will take away. Sofas are the only items required if there are any available at Pixash Lane, Keynsham.

Assuming that Paulton would be open for more than 4 sessions, it was suggested that more books are required. Paulton are having the same number of books allocated as some of the smaller libraries in the area. Proposed opening hours of the Library service was handed to the committee. If more volunteers become available, then the hours could possibly be expanded. The current volunteers are not prepared to change their existing hours/days.

Kathleen to email the committee the proposed reduction of books. Once the book types and quantities are known then the shelving can be worked out to ensure that there will be sufficient.

A draft library/volunteer SLA and Day to Day Management of the Library Hub was handed out to the committee for consideration.

Task Group 3 – various options of a barrier system were provided and discussed. It was thought that a cheaper option may be good to start with. The IT company have been to the library to discuss options. Work may be required on the CCTV. The builder and electrician

have also been to the library to enable them to understand what is required. The builder has been issued with a letter of intent.

- (ii) This was noted.
- (iii) It was agreed that the groups had enough at present to be doing
- (iv) This item was not discussed

68. PLANNING

This is presently being looked at, there is some confusion regarding the class groups and it is not clear whether planning permission is required.

69. CLEANER

This item will be put back on the next agenda.

70. DATE OF NEXT MEETING

The next Meeting is to be held on **Tuesday 5th February 2019** at 5.30pm

71. 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.

72. LEASES

No update regarding any leases.

73. COMMUNITY LIBRARY AGREEMENT

It was agreed that comments are sent to the Chairman for resolution or clarity by end of the week and it is proposed that the document will be signed and sent back to B&NES by Monday 14th January.

Meeting ended at 7.00pm

Signed: Date:
(Chairman)