

PAULTON PARISH COUNCIL

Minutes of the Hub Management Committee meeting held on
Tuesday 28th July 2026 at 7:00pm
held at the Village Hall meeting room.

Present: Councillors Bancroft, Hardman, Lyons (Chairman), Newton and Stevens.

Clerk Helen Jenkins

No member of the public were present.

Minutes

24-26 – ELECTION OF CHAIRMAN 2026/2027

Cllr Lyons was elected as Chairman.

25-26 - ELECTION OF VICE-CHAIRMAN 2026/2027 (IF NECESSARY)

Agreed not to have a Vice-Chairman for a committee of five.

26-26 - APOLOGIES FOR ABSENCE

All present.

27-26- 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.

Cllr Newton for the library.

28-26 - CONFIRMATION OF MINUTES

To receive and approve: - Minutes of the Paulton Hub Management Committee Meeting of Paulton Parish Council held on 7th April 2026.

Resolved to approve the minutes for the meeting held on 7th April 2026.

29-26 – ADMINISTRATORS REPORT

Noted the report,

30-26 - ADMINISTRATION OF THE ROTA FOR THE LIBRAIANS

Following a meeting with a member of PALS, it was agreed that the administration of the rota would remain under the current arrangement but would be reviewed regularly. Cllr Newton agreed that he was happy to be the point of contact should a librarian be unable to conduct their shift on a Friday or Saturday at short notice. A suggestion was made that a WhatsApp group could be set up for the librarians as a means of contact if cover is required at short notice, to be discussed with the librarians at their next meeting.

31-26 - USE OF LIBRARY SPACE BY GROUPS

The approaches that have been made were discussed. It was felt that the library space is not as big as some of the libraries that do have these activities and it therefore unsuitable for the extra activities.

32-26 - REVIEW OF GUIDELINES FOR THE ORGANISATION AND DELIVERY OF REGULAR LIBRARY ACTIVITIES

Agreed the Guidelines to be used for the delivery of regular activities in the library.

33-26 - BLOCKED ACCESS TO THE LIBRARY

Agreed the arrangements to be used to mark the pathway from the entrance to the Hub to the library entrance which must be kept clear of any obstructions,

34-26 - PRIVACY SCREEN ON PUBLIC COMPUTER

Agreed to look at a noticeboard style screen to be placed between the public computer desk/chair and the library area to give privacy to the public computer user. It was also suggested to introduce a booking system for the computer and limit the time for its use.

35-26 - 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.

36-26 LANDLORD FOR 1-2 HILL COURT

The clerk gave an update on the position with the landlord regarding a lease post July 2027.

37-26 - DATE ON NEXT MEETING

The next meeting of the Committee is scheduled to take place on 27th October 2026 at 7:00pm.

The Meeting ended at 8:05pm

Signed.....
(Chairman)

Date.....