

# PAUNTLEY PARISH COUNCIL

## Minutes of the Meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall 5<sup>th</sup> February 2019

### **In attendance:**

Parish Councillors: Cllr. Fowke, Cllr. Philipps, Cllr. Rawson, Cllr. Chapman, Cllr. Elton

Village Hall Supporter Volunteer: Mrs. Lesley Harding

Clerk: Christian Horton

There were no members of the public present.

### **1. To receive apologies for absence**

1.1. There were none.

### **2. To receive declarations of interest & written requests for dispensation**

2.1. There were none.

### **3. To consider and sign the minutes of the last meeting**

3.1. It was **RESOLVED** to sign the minutes.

### **4. To receive a verbal report regarding the new AV system**

4.1. Lesley Harding confirmed that new AV system has been installed.

### **5. To receive a verbal report on the progress with the GSM heating system**

5.1. Cllr. Fowke stated that there was nothing new to report, but he would make enquiries.

### **6. To receive a verbal report on refurbishment matters**

6.1. The kitchen improvements are due to take place in the first week of March. The hall will be unavailable for hire during this time.

### **7. Finance**

#### **7.1. To receive a verbal report regarding online banking arrangements**

7.1.1. The Treasurer reported that online banking arrangements are now in place.

#### **7.2. To receive a report of and consider payments made via direct debit and bank transfer, and cheques with prior approval**

The Treasurer reported the following payments:

7.2.1. 21/11/2018 – OPUS Energy - £70.12

7.2.2. 13/12/2018 – Ansvar Insurance - £57.74

7.2.3. 21/12/2018 – OPUS Energy - £53.29

7.2.4. 18/01/2019 – Water Plus - £29.69

7.2.5. 21/01/2019 – OPUS Energy - £56.27

7.2.6. 23/01/2019 – Debs Dusters (Village Hall Cleaning) - £39.00

7.2.7. 24/01/2019 – Filmbank Distribution Ltd - £99.76

7.2.8. AudioVisual Direct - £1134.00 (Paid by cheque)

**7.3. To consider what invoices may be paid by the Treasurer with prior approval**

7.3.1. It was **RESOLVED** that the Committee, from the date of this meeting, gives the Treasurer the authority to authorise online payments of up to £50, but that these payments must be reported to the Committee, at the next meeting after the payment has been made, with supporting paperwork.

**7.4. To receive a report of the village hall finances**

7.4.1. The Treasurer gave a report of the village hall finances.

7.4.2. Ecclesiastical Insurance have generously donated £125.

**7.5. To consider the following for payment:**

7.5.1. Lesley Harding - Expenses - £32.99

7.5.1.1. It was **RESOLVED** to pay Lesley Harding £32.99

**8. To receive a report on past bookings and events**

8.1. Lesley Harding gave a report on past booking and events, including money raised for the village hall. It was noted that the supporter's efforts have been very successful.

**9. To receive a report on future bookings and events**

9.1. Lesley Harding gave a report on future bookings and events.

**10. To consider items in the village hall diary**

10.1. Lesley Harding reported that currently the only planned work is that to the kitchen. However, cleaning to the exterior of the building needed to be arranged.

**11. To receive reports of any other relevant matters**

11.1. Lesley Harding reported that storage was becoming an issue and work to the storeroom floor was needed.

**12. To consider the dates of the next meetings of Pauntley Parish Council as sole trustee of Pauntley Village Hall**

**12.1.** The next meeting will be on 23 April 2019 at 7pm in Pauntley Village Hall.

**Signed:**

**Date:**