

**PAUNTLEY PARISH COUNCIL
AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL**

Minutes of a Meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall held on Tuesday 16 February 2016 at Pauntley Village Hall

Present: Councillor Nick Fowke (Chair), Councillors Anne Rawson, Linda Morris, Jeanette Trevail

In attendance: The Clerk, Mrs L Harding

One member of the public was present.

1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Chris Philipps, and from a member of the public, Anne Solesbury.

2. TO RECEIVE ANY DECLARATIONS OF PERSONAL OR PREJUDICIAL INTEREST IN ITEMS ON THE AGENDA

There were no declarations of personal or prejudicial interest in items on the agenda.

3. TO APPROVE THE MINUTES OF THE MEETING HELD ON MONDAY 16 NOVEMBER 2015

The minutes of the meeting held on Monday 16 November 2015 were approved.

4. TO DEAL WITH ANY MATTERS ARISING FROM THE MINUTES OF THE ABOVE MEETING

Item 5(h) - The Treasurer has still not received an invoice from Greenfinch. She will write again with a 31 March deadline for this. An amount of up to £600 has been budgeted for and, if a bill is received, payment will be made in this financial year and approved at the next meeting.

LH

Item (11) - the booking information has been posted in the hall.

5. FINANCE

a) The Treasurer provided a financial report, including a report on monies available for refurbishment. The balance at the bank is £2,746.13. Of this, £1,851.13 is reserved for refurbishment and £142.82 of the GRCC grant is reserved towards the 'pop in' trial sessions. This leaves £752.18 available for ongoing costs.

b) It was resolved to pay expenses to the Treasurer of £10.70.

c) The donation of £125.00 from Ecclesiastical Insurance was received. Anne Rawson was thanked for obtaining this and the Treasurer will write to thank them.

LH

d) It was resolved to make payment of £22.99 for a key safe. The possibility of modifying the gate was discussed, to allow it to open inwards and make access easier without parking in the lane. A quote had been received from Chris Hunting for this work, for £300. The location of this would depend on whether a porch on the front of the hall is required for the installation of the

- e) It was resolved to make payment to Rob Moore of £379.80 for PAT testing and Electrical Installation Testing.
- f) The payment to Severn Trent of £71.45 for water charges from July to December 2015 was approved, paid by direct debit on 5.1.16.
- g) The payment to npower of £34.95 for electricity charges was approved, paid by direct debit on 10.2.16.
- h) It was resolved to make payment to The Advanced Water Company of £10.34 for a replacement thermostat control knob for the kitchen water heater.
- i) It was resolved to make payment of £10.00 to Forest Voluntary Action Forum for membership for 2016.
- j) It was resolved to make payment of £9.95 for the engraving of the skittles shield.
- k) The closure of the Newent branch of Lloyds bank was noted. Although hirers of the hall are encouraged to pay by BACS, some still wish to pay by cheque, and there are often large amounts of cash to be paid in after fundraising events, which will now need to be taken to the Ledbury branch, this being very inconvenient. The Treasurer will look into on-line banking again, as this would enable a check to be made on BACS payments more quickly.

LH

It was resolved that future expenses below the amount of £100 would be considered approved as read.

6. TO RESOLVE ON WHETHER TO LOAN THE VILLAGE HALL TABLES AND CHAIRS TO RESIDENTS AND, IF SO, TO APPROVE DOCUMENTATION AND TO RESOLVE ON WHETHER TO MAKE A CHARGE OR REQUEST A DONATION

It was resolved to loan village hall furniture and equipment to residents, on payment of a refundable deposit of £50. Linda volunteered to check items out and back in. Lesley will draft a form for the purpose, including a declaration that loss or damage is at the individual's expense, since items are not insured if removed from the premises. Donations would be requested.

LH

7. TO RECEIVE A REPORT ON FUTURE BOOKINGS AT THE VILLAGE HALL AND TO DISCUSS PLANNED FUTURE EVENTS, INCLUDING ARRANGEMENTS FOR THE FILM EVENING ON SATURDAY 27 FEBRUARY

Nick offered to sell raffle tickets, and Linda and Anne to help with teas. The next film evening, The Lady in the Van, will be on Saturday 19 March. It was hoped that a quiz could be held in April or May. A date for skittles with Upleadon is yet to be decided. A summer event was also discussed and will be considered again at the next meeting. Bookings are looking healthy.

Painting by Community Payback begins on 16 April and should finish by 28 April. Lesley will be away from 29 April to 6 May and Nick offered to supervise should the painting overrun over this weekend. Elections take place for the Police and Crime Commissioner on Thursday 5 May and the officer will be asked to collect the keys from Linda.

Lesley will obtain a rule book for Short Mat Bowls.

LH

8. TO DISCUSS THE POSSIBILITY OF TRIALLING A 'POP IN' SESSION AT THE HALL FOR OLDER RESIDENTS

Jeanette has been ascertaining the level of interest in this, particularly from those who would be willing to take on the running of this session in the future. This will be discussed again at the next meeting.

JT

9. TO DISCUSS QUOTES RECEIVED FOR TREATING THE VILLAGE HALL FLOOR

Two quotes had been obtained, one for £1500 and one for £970. A decision will be made once the painting is complete and available monies can be determined.

LH

10. TO CONSIDER THE PROPOSED INTERNAL PAINTING PROJECT BY THE COMMUNITY PAYBACK TEAM AND DISCUSS COLOURS

An application for a grant has been made to Gloucestershire County Council Community Chest Fund for monies towards materials and towards the treatment of the floor. A decision is expected over the next few weeks. Lesley will obtain some match pots of colours that might be suitable underneath the wall rail in the main hall, as a slight contrast to the magnolia above.

LH

11. TO CONSIDER ITEMS ON THE MAINTENANCE SCHEDULE

Health and Safety and Maintenance Checks are due and this will be an agenda item when the painting is complete.

LH

12. TO AGREE THE DATES FOR THE NEXT MEETING OF PAUNTLEY PARISH COUNCIL AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL

The next meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall will be held on Tuesday 19 April at 7.00 p.m. in Pauntley Village Hall.

13. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS

Jeanette apologized that she will be absent for the next meeting on 19 April.

Approved..... Date.....