

**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 17 April 2018 at Pauntley Village Hall**

Present: Councillor Nick Fowke (Chair), Councillors Anne Rawson, Chris Philipps, Jeanette Trevail, Linda Morris, Maurice Elton, Paul Chapman

In attendance: The Clerk, Mrs L Harding

Four members of the public were also present.

Members of the Real Ale Festival Committee were welcomed to the meeting, and arrangements for the festival on 2 June 2018 were discussed. They confirmed that the agreed arrangements would be put in place to prevent antisocial behavior on the campsite, including a camping agreement, security presence, and siting tents away from properties and facing in the other direction, with car parking along the hedge side to preserve the privacy of the adjacent property.

**1. TO RECEIVE APOLOGIES FOR ABSENCE**

No apologies for absence had been received.

**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 5 FEBRUARY 2018**

The minutes of the meeting held on Monday 5 February 2018 were approved.

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

Forest Voluntary Action Forum had advertised the old screen and a number of enquiries had been received, and it will be collected shortly.

**5(j)** Upleadon are making enquiries about a new skittles shield.

**7.** Rob Moore has advised that it would be possible to install new power points in the hall. He will provide a quote if requested.

**8.** Exterior cleaning of the hall is still to be investigated.

**5. FINANCE**

a) The accounts for 2017-2018 were received and approved. Income is down on last year by over £1,500.00 although most of this is accounted for by the grant in the previous year for the painting of the hall. Fundraising profits increased by £350.00 although hall hire is worryingly slow, with income from this down by £400.00. The coffee mornings continue to be popular, with £270.65 banked this financial year, and with the £82.30 from last year, this is a total of

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- b) £352.95. Maintenance costs for 2017-2018 are around £500 less, mainly because we have not as yet received an invoice for grounds maintenance for the year. Little was spent on refurbishment as monies have been held towards the work in the kitchen.
- c) The financial report was received from the Treasurer, including monies available for refurbishment. The balance at the bank as at 17 April was £4,809.07. £3,053.26 of this is reserved for the porch and £352.95 banked for the coffee mornings. The £500 grant from the Parish Council for the current year has been held by them towards any building work that may attract VAT and £160.00 has been spent on fencing repairs (VAT on this work has been reclaimed), leaving £340.00. The Parish Council grant for 2018-2019 of £500 will also be available as from 1 April, the start of the new financial year, and also held by them. Both (£840.00 total) are reserved towards the kitchen refurbishment, in case any of this attracts reclaimable VAT. Jeanette reported that the banners for the coffee morning would shortly be ready and should cost around £48.00.
- d) It was resolved to make payment of expenses to the Treasurer of £37.25.
- e) It was resolved to make payment to Viking of £142.80 for a new table for the hall.
- f) It was resolved to make payment to Mrs J Butler of £37.50 for cleaning in March.
- g) It was resolved to make payment to Filmbank of £99.60 for screening rights for 'Victoria and Abdul' on 24 February and a further £99.60 for 'What we did on our Holiday' on 17 March.
- h) It was resolved to make payment to Dean Magna Advisory of £114.00 for fire appliance testing and a new water extinguisher.
- i) It was resolved to make payment to Viking of £37.98 for paper towels.
- j) The bill from WaterPlus for £22.38 was noted and the direct debit payment approved.
- k) It was resolved to continue membership of Forest Voluntary Action Forum at a membership fee of £12.00 for 2018.
- l) It was resolved to approve payment to Rodney Gosling of £20 for fitting a new valve in the ladies' toilets and welding washers on top of the gate posts to prevent theft.
- m) Notification had been received from the Forest of Dean District Council of the charity relief on the rates for Pauntley Village Hall, and a zero-rating bill as a result for the coming year.
- n) Hall security was considered and it was resolved to purchase a second, small key safe for the gate keys for the hall. The security code for the main key safe would also be changed.

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**6. TO CONSIDER THE INSTALLATION OF EXTERNAL LIGHTING AT THE REAR OF THE HALL, AS REQUESTED BY THE REAL ALE COMMITTEE**

External lighting is being considered by the Real Ale Committee and no action will be taken at present.

**7. TO DISCUSS THE KITCHEN REFURBISHMENT, SCHEDULED TO BEGIN ON MONDAY 21 MAY**

There was further discussion about the hatch and the Treasurer will ask John Shaw to source and price a roll-up door. The Treasurer requested that a small committee manage this project rather than it being something she would do on her own.

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**8. TO CONSIDER ITEMS ON THE MAINTENANCE SCHEDULE**

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Work on the maintenance schedule is up to date. The Chairman has carried out a health and safety risk assessment and will write this up for the records. The latch on the kitchen door has been fixed, Rodney has fitted a new valve in the ladies' toilet that keeps blocking and has also dealt with the gates, to prevent them being lifted off. Shane Howells has been contacted regarding the two window panes that need replacing as the double-glazing panels have failed. It may still be under

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<p>guarantee. The exterior of the hall needs cleaning this year, and external windows should be cleaned before the Real Ale Festival - this cost £20.00 last year. There is a fencing panel down near</p> <p>the shed and the old bench needs attention. The Treasurer will investigate.</p>	<p>070</p> <p>LH</p>
<p>9. <b>TO DISCUSS THE EMAIL FROM TWO RIVERS REGARDING HELP WITH COMMUNITY PROJECTS</b></p> <p>The Treasurer will contact Two Rivers to see if they could help with the treatment of the fence.</p> <p>10. <b>TO RECEIVE A REPORT ON PAST BOOKINGS AND EVENTS</b></p>	<p>LH</p>
<p>Hall bookings continue to be slow. Pilates and the Guides continue to be regular users. The film evening in February made a profit of £167.28 and the March evening a profit of £108.40.</p> <p>11. <b>TO CONSIDER FUTURE BOOKINGS AND EVENTS AND TO RESOLVE ON SETTING UP AND MEMBERSHIP OF A SEPARATE GROUP OF VOLUNTEERS TO DEAL WITH FUNDRAISING EVENTS</b></p> <p>Chris has already arranged a meeting for this group. There will be a Fish and Chips and Sea Shanties evening on Wednesday 16 May, at 38.50 per head with a raffle in aid of the G Air Ambulance. Saturday 16 June will be the Gardening Bring and Buy and Coffee Morning. Anne is considering another treasure hunt for July. Saturday 8 September provisional Hippy Evening with disco of 60s/70s music. Film evenings will begin again late September.</p> <p>12. <b>TO RECEIVE A LETTER FROM PAUNTLEY CHURCH PCC THANKING THE PARISH COUNCIL FOR THE FREE USE OF THE VILLAGE HALL FOR CHURCH EVENTS</b></p> <p>This letter was acknowledged and the Treasurer has thanked the PCC.</p> <p>13. <b>TO DISCUSS THE RESPONSE FROM GSM REGARDING ALTERNATIVE HEATING FOR THE HALL AND TO AGREE ON FURTHER DISCUSSION AT THE AGM ON TUESDAY 29 MAY</b></p> <p>GSM have suggested that they may be able to help with alternative options for heating for the hall, including solar panels, air to water and air to air heating. Their Technical Director, Mike Pratt, is now local and has been invited to the Annual General Meeting on 29 May to discuss these options further.</p> <p>14. <b>TO AGREE THE DATE FOR THE ANNUAL GENERAL MEETING OF PAUNTLEY PARISH COUNCIL AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL</b></p> <p>The Annual General Meeting will be held on Tuesday 29 May at 7.00 p.m. in Pauntley Village Hall.</p> <p>15. <b>TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS</b></p>	
<p><b>Approved..... Date.....</b></p>	

