

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

**Minutes of meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall held on Monday 2 July 2018 at Pauntley Village Hall**

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

In attendance: The Clerk, Mrs L Harding

One member of the public was also present.

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**1. TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence had been received from Councillor Chapman.

**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 ANNUAL GENERAL MEETING HELD ON TUESDAY 29 MAY 2018**

The minutes of the Annual General Meeting held on Tuesday 29 May 2018 were approved.

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

Upleadon are still making enquiries about a new skittles shield.

Exterior cleaning of the hall is still to be investigated.

6. The banners for the coffee morning are still awaited. Jeanette is to see Amy on 3 July.

The two window panes have been replaced by Shane Howells. A further long pane now needs replacing and measurements were taken.

7. The Treasurer has confirmed to GSM that the parish council would like to take them up on the offer of air-source heating for the hall. David Pratt will notify us when he has any equipment available.

**5. FINANCE**

- a) A financial report was received from the Treasurer. The balance at the bank on 31 May was 5,021.44 and the anticipated balance at 30 June was £4,299.24. A total of £2,583.44 is reserved for refurbishment and £435.45 is banked for the coffee mornings.
- b) It was resolved to make payment of expenses to the Treasurer of £86.03 and £40.34, £126.37 total.
- c) It was resolved to make payment of £80.00 to Mrs J Butler for the deep clean of the hall in June. A new cleaning company will be taking over shortly.

	<p>d) It was resolved to renew the village hall insurance with Ansvar at an annual premium of £577.50. This is subject to a long-term undertaking until July 2022, with increases only in line with the RPI. Last year's premium was £563.70.</p> <p>e) It was resolved to purchase of a new external bench to replace to old one at £149.25. Patricia had offered to use her staff discount at Trioscape to reduce the price from almost £200.00. The bench will be sited to replace the old unsafe memorial bench and the plaque from this removed and fixed to the new bench.</p> <p>f) It was resolved to make payment to AO of £71.00 for a new microwave.</p> <p>g) It was resolved to make payment to Appliances Direct of £243.28 for a new fridge freezer, including delivery and removal and recycling of the old appliance.</p> <p>h) The switch from Eon to Opus Energy has been arranged. The meter will need to be read on 9 July and the readings sent to both companies. Since the Treasurer will be away, Chris agreed to do this.</p> <p>i) The donation to the Great Western Air Ambulance of £143.00 has been acknowledged with thanks.</p> <p><b>6. TO CONSIDER AND RESOLVE ON FURTHER WORK TO BE CARRIED OUT IN THE KITCHEN AT THE HALL</b></p> <p>It was resolved to ask John Shaw for a quote to re-front the remainder of the kitchen cupboards, make a lift-off panel for the hatch opening and install a section of worktop at the hatch to extend into the hall. Lesley is also meeting with an Audio-Visual company who will carry out a free survey and advise on any replacement sound equipment that may be required, to be considered if there is any money left.</p> <p><b>7. TO CONSIDER ITEMS ON THE MAINTENANCE SCHEDULE</b></p> <p>Items on the maintenance schedule are up to date. External cleaning of the hall is still needed. Rodney Gosling has provided details on the substance he used as a trial and would be willing to help a work party with this. It was agreed that the substance meant that this work was too potentially dangerous for a volunteer work party. Other possible contractors would be sought.</p> <p><b>8. TO DISCUSS THE MANAGEMENT OF BOOKINGS AT THE HALL FOR THE FUTURE</b></p> <p>A new Treasurer/Secretary is unlikely to take on the full range of tasks currently carried out, including checking the hall before and after events etc. This will be considered at a future meeting.</p> <p><b>9. TO RECEIVE A REPORT ON PAST BOOKINGS AND EVENTS</b></p> <p>The Gardening Coffee Morning had been a success, being well-attended. A total of £232.20 had been raised from plant and equipment sales, coffee money and raffle.</p> <p><b>10. TO CONSIDER FUTURE BOOKINGS AND EVENTS</b></p> <p>A 'Hippie evening' is planned for Saturday 8 September. A mobile bar can be obtained free of charge from the Vine Tap in Hereford. Simple food would be provided such as a ploughman's. A disco would be sought to provide 60s/70s music and people would be asked to dress for the era.</p> <p><b>11. TO SET A DATE FOR A WORK PARTY TO FINISH SOME OF THE WORK NEEDED AT THE HALL</b></p> <p>A work party has been arranged for Saturday 18 August. Work to be carried out includes cleaning and treating the outside bench, installing the new bench, filling and painting the kitchen door frame,</p>	<p>CP</p> <p>LH</p> <p>ALL</p> <p>LH</p>
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sanding and staining the floor by the hatch, painting the front entrance slope and kitchen step, and looking at some new flooring in the store room. The interior paintwork also needs touching up in places and the kitchen cupboards sorting out.

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

The next meeting will be held on Tuesday 18 September at 7.00 p.m. in Pauntley Village Hall.

**13. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS**

There was no other urgent relevant business.

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