

**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 27 July 2016 at Pauntley Village Hall

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

In attendance: The Clerk, Mrs L Harding

Members of the Real Ale Committee came along prior to the meeting to report on the 7th Pauntley Real Ale Festival. They thanked all who had helped, including Maurice Elton for maintaining the grounds, Sarah Hart for making her field available for parking and Nick Fowke for obtaining the barbecue for the raffle. They presented the village hall with a donation of £1,000, for which they were thanked. They suggested that a couple of new garden tables would be useful as two are broken, and benches for outside. The Treasurer will look into these.

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1. TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Jeanette Trevail.

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 ELECT A VICE-CHAIRMAN FOR PAUNTLEY PARISH COUNCIL AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL

No election of a Vice Chairman was made.

4. TO APPROVE THE MINUTES OF THE ANNUAL GENERAL MEETING HELD ON TUESDAY 17 MAY 2016

The minutes of the Annual General Meeting held on Tuesday 17 May 2016 were approved.

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

There were no matters arising.

6. FINANCE

a. The Treasurer reported that the accounts for 2015-2016 had been audited and that the annual return had been made to the Charity Commission.

b. The Treasurer presented the financial report as attached. The balance at the bank at 30 June was £4,938.37, with the balance after payments due to be approved, at £3,515.83. Refurbishment monies stand at £3,515.83, and after payments due at the meeting will be £1,787.89. This leaves £1,727.94 towards running costs.

c. It was resolved to make payment of expenses of £78.82 to the Treasurer.

<p>d. It was resolved to make payment of £94.93 to Argos for a garden table and six chairs (to be paid from refurbishment monies).</p> <p>e. It was resolved to make payment of £153.00 to Gleam Clean for cleaning at the hall in May following painting.</p> <p>f. It was resolved to make payment of £39.99 for a new doormat in front of the patio doors, where the existing mat had been damaged during the Real Ale Festival.</p> <p>g. It was resolved to make payment to Mr A Hayes for £1,160.00 for replacing the threshold step and sanding and sealing the wooden floor at the hall. £970.00 of this payment will be made from the GCC grant and the remaining £190.00 from refurbishment monies.</p> <p>h. It was resolved to renew the insurance for Pauntley Village Hall with Norris and Fisher/Ansvar at a premium of £479.49 (three year agreement until July 2018), paid by monthly direct debit of £41.60 for 10 months.</p> <p>i. Notification was acknowledged of a Wayleave Payment of £30.84.</p> <p>j. The payment by direct debit to Severn Trent for water charges from 1 April to 28 June of £69.64 was noted, to be debited on 20 July 2016.</p> <p>k. The transfer of the electricity supply from npower to Eon appeared to be progressing successfully. A final meter reading had been taken and Eon have notified of the monthly direct debit of £32.00 per month, to commence 28 July 2016.</p> <p>l. A quote from Rob Moore for the removal of the coin meter and fitting timers to the heaters was considered, at £586.20 including VAT. It was resolved to delay a decision on this as it was felt to be rather expensive, and alternative options would be considered. The Treasurer reported that the hall was not suitable for solar PV panels using the scheme whereby these were paid for by the installing company and their costs recouped through the feed-in tariff, as the electricity usage was not sufficient. Other alternatives would be considered such as ground source heating, if any grants are available. The Treasurer will investigate.</p> <p>m. Items on the refurbishment 'wish list' were considered. The Treasurer will obtain some small pots of paint for the concrete threshold. Tablecloths will be priced. A set of 12 mugs will be obtained. Plans for some refurbishment of the kitchen were discussed. A new fridge would replace the tall cupboard on the back wall, and the cupboards on the internal wall would be moved to allow more workspace near the hatch. New worktop will be priced, as there is a bad burn on one section, and a different arrangement of doors for the serving hatch will be investigated.</p> <p>7. TO CONSIDER ITEMS ON THE MAINTENANCE SCHEDULE</p> <p>Health and Safety and Maintenance Checks are due and will be carried out shortly.</p> <p>8. TO DISCUSS FUTURE BOOKINGS AND EVENTS</p> <p>The school disco had left the hall very untidy, with open boxes of rubbish left outside, the floor needing hoovering and sticky residue removing, and a pile of dirty linen left on the floor to be washed. Cleaners are due to come in as soon as possible. Cleaning was discussed and a cleaning rota will be set up after the summer. Skittles with Upleadon will take place at Pauntley during September and film evenings will begin in October.</p>	<p>047</p> <p>LH</p> <p>LH</p> <p>LH</p> <p>LH/NF</p> <p>LH</p>	
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9. TO DISCUSS THE PROGRESS WITH THE PROPOSED 'POP IN' SESSIONS AT THE HALL FOR OLDER RESIDENTS

This item will be carried forward to the next agenda.

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

The proposed date for the next meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall will be changed from Tuesday 20 to Tuesday 27 September 2016, at 7.00 p.m. in Pauntley Village Hall.

11. TO CONSIDER ANY OTHER URGENT RELEVANT BUSINESS

Anne Rawson has a cheque for the village hall from Ecclesiastical Insurance for £250 and needs to complete some voluntary work at the hall as part of this arrangement. She plans to help complete the treatment of the external fencing.

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