

# PAUNTLEY PARISH COUNCIL

## Draft Minutes of the Meeting of Pauntley Parish Council as Sole Trustee of Pauntley Village Hall

7pm on Tuesday 23rd April 2019 in Pauntley Village Hall

### In attendance:

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

Treasurer: Christian Horton

Village Hall Supporters Group Representative: Lesley Harding

There were three members of the public present.

Cllr. Fowke was not present at the meeting and therefore it was RESOLVED that Cllr. Chapman would act as temporary Chairman.

### 1. To receive apologies for absence

1.1. Cllr. Fowke sent his apologies.

### 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 on refurbishment matters

4.1. Lesley Harding reported that the kitchen improvement works were now completed, and work was nearing completion on the storeroom floor. A new heater for the hall, to replace the broken one, is on order. Cllr. Elton has made a new curtain pole, and this will be installed soon.

### 5. Finance

5.1. To receive a report of and consider approving payments made (with prior approval) via standing order, bank transfer, and cheques:

- 10/02/2019 FilmBank Distribution - £99.60
- 13/02/2019 Ansvar Insurance - £57.74
- 21/02/2019 Opus Energy - £54.47
- 08/03/2019 Water Plus - £22.10
- 12/03/2019 Audio Visual Direct (AV equipment) - £175.00
- 12/03/2019 Debs Dusters (Village Hall Cleaning) - £26.00

- 13/03/2019 John Shaw (Kitchen Improvements) - £1,482.00
- 13/03/2019 Ansvar Insurance - £57.74
- 21/03/2019 Opus Energy - £45.28
- 01/04/2019 Filmbank Distribution - £99.60
- 05/04/2019 Harding, L. (Village Hall Expenses) - £31.14

5.1.1 It was **RESOLVED** to approve the above payments.

**5.2. To receive and consider approving a report of the village hall's finances**

5.2.1. The Treasurer reported the latest bank balance.

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

6.1. Lesley Harding gave a report of past booking and events, and the amounts raised.

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

7.1. Lesley Harding gave a report of future bookings and events. However, she stated that there was a disappointing amount of private bookings for the hall.

**8. To consider items needed to be purchased for the kitchen**

8.1. Lesley Harding reported that many cooking items had been kindly donated, but it may be necessary to purchase some more equipment. It was agreed that any expenditure would come from the refurbishment budget.

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

9.1. There were none.

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

10.1. The Treasurer reported that the render on the outside of the building was damaged in places. Lesley Harding stated that she would contact the company that carried out the work to ask for advice.

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

11.1. The next meeting will be on **9<sup>th</sup> May 2019 at 8pm in Pauntley Village Hall.**