**AGENDA FOR THE MEETING OF PAUNTLEY PARISH COUNCIL AS SOLE TRUSTEE OF PAUNTLEY VILLAGE HALL MONDAY 12th DECEMBER 2022 AT 8.00 pm.**

**Contact information of the Parish Clerk:**

**Jonathan Martin.**

**01594 834345.**

**pauntleypc@gmail.com**

**To Members of the Council:**

You are hereby summoned to attend a meeting of the Pauntley Parish Council as sole trustee of Pauntley village hall in Pauntley village hall on Monday 12th December 2022 at 8.00 pm, for the purpose of transacting the following business.

Jonathan Martin Clerk to the Council.

**PUBLICATION DATE: 07/12/2022**

**Public Forum:**

(5 minutes)

**AGENDA.**

1. To receive apologies and acceptable reasons for absence.

(1 minute)

1. To receive any declarations of personal or prejudicial interest in items on the agenda. (1 minute)
2. To approve and sign as a correct record of the minutes of the meeting held on 10th October 2022 (1 minute)
3. To discuss and resolve on any matter arising from the previous minutes.
4. To receive a report on the Village Hall usage and events.
5. Finance:
   1. To receive a report on the Village Hall’s finances.
   2. To receive the third quarter statement for the Village Hall.
   3. To receive and consider thoughts on the draft village hall budget for 2022-2023.
   4. To discuss and resolve on signatories for the village hall bank account.
6. Payments:

To resolve on the following payments. (1 minute)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Minute** | **Amount** | **Date** | **Recipient** | **Description** |
| 109/7.a | 55.00 | 01/08/2022 | EDF | Electricity |
| 109/7.b | 44.35 | 09/08/2022 | Mrs L Harding | Expenses. |
| 109/7.c | 72.60 | 15/08/2022 | Ansvar | Insurance. |
| 109/7.d | 148.80 | 17/08/2022 | PPL | Music licence. |
| 109/7.e | 42.26 | 18/08/2022 | Water plus | Water |
| 109/7.f | 55.00 | 01/09/2022 | EDF | Electricity |
| 109/7.g | 69.38 | 13/09/2022 | Ansvar | Insurance. |
| 109/7.h | 11.14 | 20/09/2022 | Water plus | Water |

1. Receipts:

To resolve on the following receipts. (1 minute)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Minute** | **Amount** | **Date** | **Donor** | **Description** |
| 109/8.a | 50.00 | 05/08/2022 | Mrs S. Slatter | Pilates |
| 109/8.b | 178.40 | 10/08/2022 | CM £20/ Skitt’ £158.40 |  |
| 109/8.c | 57.00 | 17/08/2022 | CM £18/ EM £39 |  |
| 109/8.d | 500.00 | 18/08/2022 | Real Ale Soc’ | Donation |
| 109/8.e | 70.90 | 25/08/2022 | CM |  |
| 109/8.f | 104.00 | 05/09/2022 | CM |  |
| 109/8.g | 12.00 | 27/09/2022 | Cllr Eastabrook | Quiz night |
| 109/8.h | 80.00 | 28/09/2022 | CM |  |
| 109/8.i | 248.00 | 28/09/2022 | Quiz night |  |
| 109/8.j | 58.00 | 29/09/2022 | NR £20/ HH £18/ DN £20 |  |

1. To receive a report from the Clerk on the report to the Charity Commission on the village hall accounts for 2021-2022.
2. To consider and resolve on the purchase of a card machine for the village hall to enable card payments to be taken at events.
3. To receive a report on the maintenance diary and schedule.
4. To consider progress on food hygiene training.
5. To resolve on action to be taken regarding the land at the top of the hall grounds.
6. To resolve on the purchase of a plaque for the village hall, to commemorate the Second World War soldier from Brand Green.
7. To receive a report on the Fire Appliance testing at Pauntley Village Hall.
8. To receive a report on PAT testing at the Village Hall.
9. To resolve on payment of expenses to Lesley Harding of £6.75 for a DVD cleaning disc after inspection of receipts.
10. To consider progress on the refurbishment plans for the village hall and to discuss and resolve on setting up a committee to progress the plans.
11. Any other business. (3 minutes)

**Signature of the Clerk: Date:**