

[090]

PAULTLEY PARISH COUNCIL

At the meeting of Pauntley Parish Council as the sole Trustee of the Village Hall. Held at Pauntley Village Hall, Brand Green road, Brand Green, Gloucestershire, GL19 3JD. On Monday 23rd September 2019 at 8.15 pm.

In attendance were:

Cllr Paul Gray (Chairman)

Cllr David Melville (Deputy Chairman)

Cllr Lesley Harding

Cllr Anne Rawson

Cllr Christine Philipps

Cllr Nick Fowke

Cllr Paul Chapman

Clerk Jonathan Martin

Before the meeting convened, the Chairman asked the public for any comments. No comments were made.

Item 1. To receive apologies and acceptable reasons for absences.

1.1 No apologies received.

Item 2. To receive any declarations of personal or prejudicial interests in items on the agenda.

2.1 No declarations of interests received or dispensations made.

Item 3. To confirm the minutes of the Pauntley Village Hall meeting held on 22 July 2019.

3.1 The Chairman raised the matter of approving the previous meeting's draft minutes from the 22nd July 2019 Pauntley Village Hall Committee.

3.2 Proposed: Chairman, Second: Cllr Harding. To approve the Pauntley Village Hall Committee minutes of 22nd July 2019.

It was resolved: To approve the minutes of 22nd July 2019 Pauntley Village Hall Committee.

Item 4. Finance:

Item 4 a). To consider and resolve a draft budget for 2020-2021.

4 a). 1 It was agreed that this matter be deferred to a later meeting.

Item 4 b). To resolve on payment to Cllr Lesley Harding of expenses of £114.02 (Please note that the original sum of £144.02 found in the same item of the Agenda was an error)

4 b). 1 Proposed: Cllr Phillips. Second: Cllr Fowke. To pay Cllr Harding's expenses listed in item 4 b).

It was resolved: To pay Cllr Harding's expenses.

Item 4 c). To resolve on payment to Cllr Rawson of expenses of £25.39

4 c). 1 The Clerk was informed before the meeting that the correct sum was £20.60.

4 c). 2 Proposed: Cllr Harding. Second: Vice Chairman Cllr Melville. To pay Cllr Rawson's expenses listed in item 4 c).

It was resolved: To pay Cllr Rawson's expenses.

Item 4 d). To consider and resolve the costs for night banners.

4 d). 1 This matter was resolved as part of item 4 b).

Item 4 e). To consider and resolve on amount of donations for borrowing Village hall equipment.

4 e). 1 A general sum of £18.00 for the borrowing of a substantial object(s) from the Village hall was proposed.

4 e). 2 A fee for damaged or lost Village hall property was proposed.

4 e). 3 Action point: It was agreed that a formal document with a fee structure be drafted as well this information being presented on the Village hall website.

Item 4 f). To consider and resolve a spending limit and authorisation procedures for Village hall support group between meetings.

4 f). 1 Action point: It was agreed that the Parish council standing orders and the Village hall financial procedures were to be examined in drafting a suitable policy on this.

Item 5. To receive a report from the Clerk on the details of the recently completed Pauntley village hall risk assessment and maintenance schedule.

5). 1 The Clerk gave an explanation of the risk assessment and the conjoined risk management scheme. Attention was drawn to the risks that were classified as both high risk and highly probable.

5). 2 It was noted that several risk reduction actions had already been achieved, which had reduced several of the high risk eventualities. For example, the removal of loose papers in the interior of the hall which may constitute a fire risk.

5). 3 It was agreed that the new risk assessment and risk management scheme should be updated, periodically as the status of potential risks are affected by changes to the premises. Especially when more elements of the management scheme are implemented.

Item 6. To receive a report from Cllr Harding on the previous bookings for the Village hall.

6). 1 Cllr Harding stated that the local Zumba classes were drawing to a close and that would incur a significant reduction of Village hall income. There had also been a seasonal slowdown in other bookings as well.

6). 2 However, coffee mornings remained popular.

6). 3 The real ale festival donation of £1250.00 was noted and appreciated.

Item 7. To receive a report from Cllr Harding on the upcoming bookings for the Village hall.

7). 1 For the next few months up until the end of the year, the hall has several events already booked. Events of note would be the film night, the 70th anniversary of the hall's construction party, being themed as a '1970s' era party and the Christmas party.

Item 8. To discuss the matter of installing broadband into the Village hall.

8) 1. It was agreed that this matter be deferred to a later meeting, pending more research into the details of the project.

Item 9. To agree to the date for the next meeting of the Pauntley Parish Council, proposed for Monday 25th November 2019.

9) 1. Proposed: Chariman Grey. Second: Cllr Harding. To agree to the date for the next Village hall meeting.

It was resolved: It was agreed that the next meeting of the Pauntley Parish Council as the sole Trustee of Pauntley Village Hall would be on Monday 25th Novemeber 2019.

There was no further business to discuss.

The meeting was ended at approximately 9.45 pm

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Signature of the Chairman:

Date: