

PAUNTLEY PARISH COUNCIL

Parish Councillors are summoned to attend a Meeting of the Parish Council as Sole Trustees of Pauntley Village Hall, Brand Green at Pauntley Village Hall on Monday, 11th December at 6.30pm, for the purpose of transacting the business set out below.
The Public are cordially invited to attend.

AGENDA

- 1. To receive and accept apologies for absence.**
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
- 3. Open Session**
Designated maximum period of 5 minutes to accommodate members of the public who may wish to raise relevant issues or ask the Parish Council Questions in respect of business itemised on the agenda and shall not speak for more than five minutes.
- 4. To agree and sign the Minutes from the Trustees Meeting held on the 9th October 2023.**
- 5. Reports**
 - a. To receive a report from the Village Hall – Appendix 1
 - b. To receive and consider the Village Hall Maintenance Diary and resolve on actions to be taken - Appendix 2
- 6. Village Hall Refurbishment**
 - a. To consider the replacement of the double glazing panes and consider any actions. Appendix – 3
 - b. To consider the solar panels at the Village Hall and agree any actions.
 - c. To receive an update from the Village Hall Refurbishment Working Party and consider any actions.
- 7. Health and Safety:**
 - a. To receive a report on Fire appliance testing and fire safety training and to consider any actions arising.
- 8. Maintenance:**
 - a. To consider the bi-annual deep clean of the Village Hall and agree actions.
- 9. Village Hall Land**
 - a. To receive an update on the sale of land at the Village Hall and consider any actions.
 - b. To receive an update on the fencing around the boundary of the Village Hall and consider any actions.
 - c. To consider the trees at the Village Hall and any actions arising.
- 10. Finance**
 - a. To note the Finance report and bank reconciliation to November 30th 2023 – Appendix 4.
 - b. To note the Awards for All Grant request for AV equipment and panels.
 - c. To consider the Forest of Dean Shared Prosperity Fund and agree any actions.
 - d. To receive an update on the 100 Club draw held on the 9th December, 2023.
 - e. **To consider the following invoices for payment:**

• Village Hall Committee Expenses	First Aid	£11.65
	Kitchen Hatch Repairs	£16.00
	Safe for the Kitchen	£24.74
 - f. **To ratify payments made between meetings:**

• EDF – Electricity October DD	£55.00
• EDF – Electricity November DD	£55.00
• WaterPlus – Water October DD	£20.29

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- Waterplus – Water November DD £20.76
- Ansvar Insurance October DD £69.82
- Ansvar Insurance November DD £69.82
- Film night film licence £104.40
- Transfer to BB Account 28.11.23 £3000.00

g. **To note income received:**

- Hall Hire – Pilates £87.50
- Hall Hire – Pauntley School friends £18.00
- Hall Hire –private £ 36.00
- Fundraising £269.41
- Donations £15
- Deposits Coffee Morning £195.40
- Electricity £43.00
- Skittles £83.28
- Filmnight £233.44

11. Correspondence:

There was none.

12. Next meeting: To note the date and Agenda Items for the Parish Council Trustees Meeting on the 12th February 2024.

Rachel Freestone

Date: 6th December 2023

Rachel Freestone

Parish Clerk – Pauntley Parish Council.