

PAUNTLEY PARISH COUNCIL Parish Councillors are summoned to attend:
Meeting of the Parish Council as Sole Trustees of Pauntley Village Hall
(Charity Number 301598)

Pauntley Village Hall on Monday 10th February 2025 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 14th January 2025.**
- 5. Village Hall Committee:**
 - a. To note the recommendation that the Village Hall be managed by a Formal Committee rather than a Working Group as per minute 5c.
 - b. To consider and resolve the Draft Terms of Reference for the Village Hall Committee – Appendix 1.
 - c. To consider members of the Village Hall Committee and co-opt as required.
- 6. Reports:**
 - a. To note the Village Hall reported circulated previously – Appendix 2.
- 7. Village Hall Maintenance:**
 - a. To consider the quotes received (circulated previously) to treat and paint the kitchen and gents toilet and agree actions – Appendix 3.
- 8. Village Hall Health and Safety:**
 - a. To note the results of the Fire Appliance Test and PAT test and the subsequent replacement bulbs in the Emergency lights.
 - b. To note the work recently completed by a local resident and consider reimbursement of costs/ a gift of thanks.
- 9. Village Hall Grounds Maintenance:**
 - a. To consider the quotes (circulated previously) received for grounds maintenance of the Village Hall and agree actions – Appendix 4.
- 10. Village Hall Refurbishment**
 - a. To receive a progress report from the Village Hall Refurbishment Working Party and consider any actions.
- 11. Finance**
 - a. To note the Bank Reconciliation and Bank Statements from January 1st to January 31st 2025 – Appendix 5.
 - b. To note the satisfactory audit of the 2023/24 accounts with no queries.
 - c. To receive an update on alternative bank accounts and agree actions.
 - d. To note the donation of the 100 Club December first place prize back to the Village Hall.
 - e. **To consider the following invoices for payment:**
 - Expenses – P Kucharski - key safe £to be advised
 - BJ Cowles PAT Test £90.00net/£108 gross
 - DMA Fire and Security £110 net/£132 Gross

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• Cllr Expenses – Canopy for solar battery	£24.99net/29.99 gross
f. To ratify payments made between meetings:	
• 100 Club Prizes	£85.50
• Film night	£87net/£104.40 gross
g. To ratify regular payments made between meetings:	
• EDF – January DD	£81.00
• WaterPlus – January DD	£18.29
• Ansvar Insurance – January DD	£72.58
h. To note income received:	
• Hall Hire	£126.50
• Deposits Coffee Morning	£125.00
• Fundraising	£194.70
• Filmnight	£235.66
i. To note virements between accounts:	
• Savings to current 05.11.24	£6500.00

12. Dates for the Diary:

- a. To approve the amendment to the Trust Deed that the AGM be held in May on the same day as the Parish Council Annual Meeting rather than in March as stated.
- b. Diary Dates for 2025/26 to be considered in the Pauntley Parish Council Meeting.

13. Next meeting: To note Agenda Items for the Parish Council Trustees meeting to be held in April.

Rachel Freestone

Date: 5th February 2025

Rachel Freestone

Parish Clerk – Pauntley Parish Council.