

**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 14<sup>th</sup> April 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 10<sup>th</sup> February 2025.**
5. **Village Hall Committee Report:**
  - a. To note the Village Hall Report circulated previously – Appendix 1.
6. **Village Hall Maintenance:**
  - a. To note that the kitchen is scheduled to be painted by Andrew Kingaby on Wednesday 16<sup>th</sup> April.
  - b. To ascertain the type of meter installed at the Village Hall for EDF to provide options for a Smart meter.
7. **Village Hall Health and Safety:**
  - a. To consider any matters arising.
8. **Village Hall Grounds Maintenance:**
  - a. To provide an update on the grounds maintenance contract for 2025/26.
  - b. To consider the pruning of the conifers and agree actions.
  - c. To note the work undertaken to the trees by the entrance by Adrian Hope.
  - d. To consider the height of the boundary hedge and also the parishioner request for permission to maintain the hedge in part at a height which does not obscure their property. Agree actions.
9. **Village Hall Refurbishment**
  - a. To receive a progress report from the Village Hall Refurbishment Working Party and consider any actions.
10. **Finance**
  - a. To note the Bank Reconciliation and Bank Statements from February 1<sup>st</sup> to March 31<sup>st</sup> 2025 – Appendix 2.
  - b. To note the EOY Bank Reconciliation from 1<sup>st</sup> April 2024-31<sup>st</sup> March 2025 – Appendix 3
  - c. To consider the budget for 2025/26 – Appendix 4
  - d. To note the VAT return for 2024/25 and approve for submission – Appendix 5
  - e. To consider the funding of shared costs with the Parish Council including Hall Hire and staff costs and agree actions.
  - f. **To consider the following invoices for payment:**

• Expenses – L Harding	£12.70gross
• Expenses – P Eastabrook - gift of thanks for grounds	£50
  - g. **To ratify payments made between meetings:**

• Adrian Hope Trees	£995net/£1194 gross
• Dene Magna emergency lights	£55net/£66gross
• Fim Bank Media	£87 net/£104.40 gross

Agenda - Meeting of the Parish Council as Sole Trustees of Pauntley Village Hall 14<sup>th</sup> April 2025

h. **To ratify regular payments made between meetings:**

- EDF – February and March DD £162.00
- WaterPlus – February and March DD £35.13
- Ansvar Insurance – February and March DD £145.16

i. **To note income received:**

- Hall Hire £393.50
- Deposits Coffee Morning £278.30
- Electricity Donation £10.00
- Skittles £285.72
- Filmnight £266.23

j. **To note virements between accounts:**

- Donation cooker from PC accounts £250.00

11. **Correspondence:**

There is none

12. **Next meeting: To note Agenda Items for the Parish Council Trustees Annual General Meeting on May 12<sup>th</sup> 2025, 6.30pm. To note the Annual Parish Meeting which takes place on Monday 28<sup>th</sup> April at 6pm.**

*Rachel Freestone*

Date: 9<sup>th</sup> April 2025

Rachel Freestone

Parish Clerk – Pauntley Parish Council.