

19/24-25

PAUNTLEY PARISH COUNCIL
Minutes of the Parish Council Meeting as
Sole Trustees of Pauntley Village Hall (Charity Number 301598)
Held on Monday 10th February 2025, 6.30pm Pauntley Village Hall

Present: Cllrs P Eastabrook (in the Chair); N Fowke, C Philipps, M Hampton, P Kachurski

In attendance: Rachel Freestone - Clerk
Gill Moseley – County Councillor

Public: 6

1. To receive and accept apologies for absence:

Apologies had been received and accepted from Cllr Mark Hargreaves.

2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.

There were none.

3. Open Session:

There were none.

4. Members considered the minutes from the Trustees Meeting held on the 14th January 2025. It was RESOLVED: to approve the minutes as a true record of the meeting. They were duly signed by the Chair.

5. Village Hall Committee:

a. Members NOTED the recommendation that the Village Hall be managed by a Formal Committee rather than a Working Group as per minute 5c.

b. Members considered the Draft Terms of Reference for the Village Hall Committee. **It was RESOLVED:** to approve the Terms of Reference for the Village Hall.

c. Members considered membership of the Village Hall Committee and co-option as required. There are two Cllrs currently on the Committee with a third available if co-opted onto the Parish Council at the subsequent meeting. Three volunteers are to be co-opted onto the Committee pending the third member Councillor. **It was RESOLVED:** Cllrs Kachurski and Philipps along with Andrew Stewart, Annie Gray and Lesley Harding.

6. Reports:

a. Members NOTED the Village Hall reported circulated previously.

7. Village Hall Maintenance:

a. Members considered the quotes received (circulated previously) to treat and paint the kitchen and gents toilet. Cllr Kachurski has a third party interested in quoting. **It was RESOLVED:** the Village Hall Committee to obtain a third quote with authority given to approve the best value quote. To inform the Clerk of the decision.

8. Village Hall Health and Safety:

a. Members NOTED the results of the Fire Appliance Test and PAT test and the subsequent replacement bulbs in the Emergency lights. The Clerk confirmed that the light bulbs have been replaced.

b. Members NOTED the work recently completed by a local resident and considered reimbursement of his costs and/or a gift of thanks. The electrics cover has been repaired and the drain cover is currently being addressed. Cllr Eastabrook will attach the Solar canopy. **It was RESOLVED:** The Clerk to request his expenses and obtain a voucher for £50 to a local garden centre as a one-off gift of thanks

9. Village Hall Grounds Maintenance:

a. Members considered the quotes (circulated previously) received for grounds maintenance of the Village Hall. Three quotes have been obtained. Cllr Kachurski added that a local groundsman is interested in quoting to mow the lawns and complete general handyman work. **It was RESOLVED:** to defer pending

20/24-25

receipt of the quote. The Village Hall Committee have authority to approve the best value and inform the Clerk.

18.55 District Councillor Phillip Burford arrived.

10. Village Hall Refurbishment

- a. In his absence, Cllr Hargreaves had provided a brief report to be read out by the Chair.

The Refurbishment Working Group recommendations are to review the original quotations and focus on the toilets, BBQ and paved terrace area only. Review and build a response for the National Lottery grant application questions and understand any other aspects of the process for example; Is any form of match funding required? To reach out to GRCC for advice and guidance on the best way to approach the application response and general messaging. Once we have a clear line of response formulated, reach out to the original 3 building contractors and ask them for updated and revised quotations. Target early April for application submission to the National Lottery.

A member asked CCllr Gill Moseley if she is aware of any funding? The Community Fund is now all given out but there will be more potentially later in the year. She asked if any youth groups use the Hall? As yes, maybe able to apply for the Youth Fund if it is run again but not certain currently. She was informed that the VH are also an accredited camping ground for the guides. She advised that need to have quotes ready ahead of funding applications as often have short deadlines. GRCC are able to provide funding guidance.

The Highways Local Fund, although not applicable to the VH, is another available fund often put towards funding of TRO's and safety improvements. *A member asked about additional road warning signs?* The GRCC road safety toolkit has suggestions with any new signs needing to go through Highways.

11. Finance

- a. Members NOTED the Bank Reconciliation and Bank Statements from January 1st to January 31st 2025. Cllr Philipps as a non bank signatory duly signed the bank reconciliation, statement and invoices as true records.

- b. Members NOTED the satisfactory audit of the 2023/24 accounts with no queries and thanked Michael Bradley for his help.

- c. To receive an update on alternative bank accounts. This appears to be the Parish Council not the Village Hall but there is some confusion. **It was RESOLVED:** to defer to the next meeting pending clarification.

- d. Members NOTED the kind donation of the 100 Club December first place prize back to the Village Hall.

- e. **It was RESOLVED:** To approve the following invoices for payment:

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| • Expenses – P Kucharski - key safe | £19.15net/£22.98gross |
| • BJ Cowles PAT Test | £90.00net/£108 gross |
| • DMA Fire and Security | £110 net/£132 Gross |
| • Cllr Expenses – Canopy for solar battery | £24.99net/29.99 gross |

- f. **It was RESOLVED:** To ratify the following payments made between meetings:

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| • 100 Club Prizes | £85.50 |
| • Film night | £87net/£104.40 gross |

- g. **It was RESOLVED:** To ratify the following regular payments made between meetings:

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| • EDF – January DD | £81.00 |
| • WaterPlus – January DD | £18.29 |
| • Ansvar Insurance – January DD | £72.58 |

- h. Members NOTED the income received:

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| • Hall Hire | £126.50 |
| • Deposits Coffee Morning | £125.00 |
| • Fundraising | £194.70 |
| • Filmnight | £235.66 |

- i. Members NOTED the virements between accounts:

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| • Savings to current 05.11.24 | £6500.00 |
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Cllr Fowke informed members that he had been successful with a £250 donation towards the community cooker which was recently purchased. Members and the public attending thanked him and Unite for all their help.

21/24-25

12. Dates for the Diary:

- a. Members considered 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. **It was RESOLVED:** to approve the AGM to be moved to the same date as the Parish Council Annual Meeting in May.
- b. Diary Dates for 2025/26 to be considered during the Pauntley Parish Council Meeting.

13. Next meeting: To note Agenda Items for the Parish Council Trustees meeting to be held in April.
Banking. Updates on grounds maintenance and painting.

Signed:*Paul Eastabrook*..... Date:14.04.2025.....

Chair

The meeting closed at 19.25