

01/25-26

PAUNTLEY PARISH COUNCIL

**Minutes of the Parish Council Meeting as
Sole Trustees of Pauntley Village Hall (Charity Number 301598)
Held on Monday 14th April 2025, 6.30pm Pauntley Village Hall.**

Present: Cllrs P Eastabrook (in the Chair); J Barratt; P Kucharski; M Hargreaves; N Fowke; C Philipps

In attendance: Rachel Freestone - Clerk

Public: 7

The Chair opened the meeting paying respects to Anne Rawson who sadly passed away last week. A minutes silence was given.

- 1. To receive and accept apologies for absence:**
Apologies were received and accepted from Cllr Hampton.
- 2. To receive any declarations of interest or written applications for dispensation from Councillors on agenda items.**
There were none.
- 3. Open Session:**
A member of the public commented that the gentleman tending the grounds is doing a fantastic job.
- 4. Members considered the minutes from the Trustees Meeting held on the 10th February 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 Report:**
 - a. Members NOTED the Village Hall Report circulated previously. Cllr Kucharski commented that hiring charges are to be reviewed next week. There is now a rota for cleaning. A replacement gazebo has been purchased. Trying to encourage young people to the Hall, had looked at a climbing wall but this is expensive. Going to expand the Pop up Pub on the 16th August to include an additional event to be confirmed. Cllr Barratt thanked the Clerk for her help with the finances.
- 6. Village Hall Maintenance:**
 - a. Members NOTED that the kitchen is scheduled to be painted by Andrew Kingaby on Wednesday 16th April. The kitchen surfaces will be cleared beforehand.
 - b. **It was RESOLVED:** the Clerk to take a photo of the meter and contact EDF.
- 7. Village Hall Health and Safety:**
 - a. To consider any matters arising. A member of the public commented that the old metal from the marquee has now been removed. Thanks were given to Rik Kucharski for taking it away. No further matters arising.
- 8. Village Hall Grounds Maintenance:**
 - a. Cllr Kucharski updated members on the grounds maintenance contract for 2025/26. The contract was awarded to Michael Moran with 50% of the cost donated to the Village Hall by a local resident. Thanks were given for this generous donation. The contractor will cost £1290 for 4 hours work every fortnight. He is also a handyman and he will be able to take on additional maintenance tasks if needed, he has already jet washed the patio. *A member of the public mentioned that a sit on mower is for sale.* Members commented that servicing and storage would be an issue.
 - b. Members heard that a local resident has been pruning the conifers. Thanks were given to Tony Barratt for his help with these. There is still some to be pruned and Cllr Eastabrook will ask a local contractor to possibly help.
 - c. Members NOTED the work undertaken to the trees by the entrance by Adrian Hope. A member mentioned that it didn't look like much had been taken away. *A member of the public agreed and commented that the*

top of the tree had not been touched. Concern was expressed that it will soon be touching the wires again. **It was RESOLVED:** the Clerk to ask Adrian Hope for their advice on the top of the tree.

02/25-26

- d. Members considered the height of the boundary hedge and the parishioner request for permission to maintain the hedge in part at a height which does not obscure their property. Cllr Eastabrook informed members that he had researched acceptable heights of hedges and would share the information with the resident. *A member asked whether it needs to grow higher to then be cut back?* Cllr Eastabrook commented that the height of the current fence would be an ideal height. *Cllr Barratt added that there are no costs allocated in the budget for hedge maintenance.* Cllr Eastabrook replied that unlikely to require additional work over the next couple of years. *A member of the public asked whether it has been watered?* No it hasn't and rain is in the forecast.

9. Village Hall Refurbishment

- a. Cllr Hargreaves provided a progress report on behalf of the Village Hall Refurbishment Working Party. Lesley Harding has met with Amanda Wragg from GRCC who provided advice on funding options. There are a few grants which are relevant. The Working Group propose to split the Refurbishment Project into internal and external work. They had started to look at the exterior terrace with space for additional seating and a built-in-barbecue, they are looking at obtaining quotes for this. **It was RESOLVED:** to obtain quotes with the terrace and barbecue quoted separately. Cllr Kucharski added that she has obtained a gift of £100 towards the refurbishment from Beefy Boys. They were thanked for the kind donation.

10. Finance

- a. Members NOTED the Bank Reconciliation and Bank Statements from February 1st to March 31st 2025. Cllr Philipps as a non-bank signatory duly signed the bank reconciliation, statement, invoices as a true record.
- b. Members NOTED the EOY Bank Reconciliation from 1st April 2024-31st March 2025. Cllr Barratt commented that the accounts are in deficit for the year as planned Audio Visual improvements had been paid for from savings.
- c. Members considered the budget (previously circulated) for 2025/26. Groundskeeping is the biggest increase in cost. Hope to receive funds from the solar panels this year to offset electricity costs. **It was RESOLVED:** the budget was approved for 2025-26.
- d. Members considered the VAT return for 2024/25. **It was RESOLVED:** approved for submission to HMRC.
- e. Members considered the funding of shared costs with the Parish Council including Hall Hire and staff costs. Cllr Eastabrook reported that the Parish Council have a tight budget and there are some costs which overlap between the Parish Council and as the Sole Trustee of the Village Hall. The parish council pay staff costs for both and pay the full cost for hall hire. Is there possibility to pay a reduced rate for hall hire as the meeting time includes the VH meeting? Cllr Kucharski responded that this would be considered at the next Village Hall Committee meeting. The Clerk informed members that the hall hire costs were £144 in 2024/25.

19.22 6 members of the public arrived.

It was RESOLVED: to clarify staff costs and hours worked for the Village Hall and defer to the next meeting.

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

- Expenses – L Harding £12.70gross
- Expenses – P Eastabrook - gift of thanks for grounds £50

The Clerk requested that the invoice received from Cllr Kucharski for her expenses be considered due to the delay to the next meeting. £133.32 net/£159.99gross. **It was RESOLVED:** to approve the expenses.

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

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

- h. **It was RESOLVED:** To ratify the following 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. Members NOTED the income received:

Approved Minutes - Meeting of the Parish Council as Sole Trustees of Pauntley Village Hall 14th April 2025

- Hall Hire £393.50
 - Deposits Coffee Morning £278.30
- 03/25-26
- Electricity Donation £10.00
 - Skittles £285.72
 - Filmnight £266.23
- j. Members NOTED the following virements between accounts:
- Donation cooker from PC accounts £250.00

19.25 5 members of the public arrived.

11. Correspondence:

There was none

12. Next meeting: Members NOTED the Parish Council Trustees Annual General Meeting on May 12th 2025, 6.30pm and the Annual Parish Meeting which takes place on Monday 28th April at 6pm.

Signed:.....*Paul Eastabrook* Date:.....*12.05.2025*

Chair

The meeting closed at 19.30