

NORTH CADBURY VILLAGE HALL MANAGEMENT COMMITTEE
Minutes of the meeting 9th July 2020

Present: Mr J Rundle, Mr A Bentley, Mrs M Whitemore, Mrs A Cook, Mrs J Roseveare, Mrs A Watts, Mr A Keys-Toyer, Mrs C Harding, Mr B Morris and Mr J Watts.

Apologies: Mr R Russell, Mr P Keating, Mrs E Watts, Mrs N Wilson, Mr D Loe and Mrs L Saffer.

1. Minutes of the virtual meeting dated 14th May 2020 had been circulated to the committee prior to the meeting. Minutes agreed and signed.
2. Matters arising: none
3. Treasurer's report - Andy had circulated his report prior to the meeting. A successful application to SSDC resulted in a grant of £10,000 under Covid-19 emergency financial assistance. This will be used to support our usual budget costs.
The lobby and disabled toilet have been painted at a cost of £500.
The Hall floor has been repaired and re-varnished. NFU Insurance accepted our claim and we had to pay £250 towards the costs. A special cleaning fluid and mops have been purchased to maintain the floor. Re-opening the Hall under Covid-19 rules is likely to result in some additional costs.
4. Re-opening the Hall under Covid-19 rules
Ann had circulated the Acre Covid-19 information sheets to committee members by email. These set out guidance relating to the easing of lockdown rules from 4th July. After discussion it was agreed that John, Robin and Andy would carry out and complete the necessary risk assessment before further consideration of re-opening the Hall to hirers. The Risk assessment will need to be sent to hirers and the cleaners. Posters will need to be put up giving instructions to users re social distancing, use of hand sanitiser etc. Hirers will need to be sent a form to ascertain which regular user groups intend to restart their groups/use of the hall. Committee consider that it will have to be the responsibility of user groups to clean equipment they use, in-line with the Acre guidance as we do not have full-time cleaners.
It was agreed that the Hall would not re-open to hirers until a further meeting had been held to discuss the risk assessment. However, it was agreed that the Table Tennis club could start during August as a 're-opening trial'.
Covid-19 regulations are likely to be amended but it is always possible that there could be a tightening of the rules if the virus spreads.
5. Booking Secretary's report – nothing to report.
6. Film evenings – after discussion it was agreed that these should be postponed until the Covid risk assessment had been completed and decision taken on re-opening the Hall.

7. 200 Club – Juliette reported that she and Robin are making the monthly draw whilst coffee mornings are not taking place. There are 154 members, with 46 tickets available.
8. Hall
 - a) John reported that the tables and chairs had been thoroughly cleaned.
 - b) The floor is now a lighter colour and a trial has been done to lighten the wooden wall panelling. John suggested that the wall panels be painted as had been done in the Reading Room. It was agreed John should approach the people who had done the external decorating for a quote and as they were an existing supplier, if Robin, John and Andy thought that the quote was reasonable they could authorise them to proceed so that the work could be completed while the hall was closed.
9. Playground

Covid-19 regulation permits the opening of playing fields but guidance re social distancing and hand sanitising must be followed. After discussion it was agreed that the playground be reopened on 11th July. . Brian and Robin are arranging the printing of posters with the relevant guidance. James will put the information on our Facebook account and Nextdoor North Cadbury site. We will need to monitor use of the playground. Any issues will need to be addressed.
10. Cottage

James advised the committee that there were no issues at present. He will check the costs for repairs done and contact the Treasurer.
11. Correspondence

Ann is circulating the Acre guidance as it arrives.

Future meetings

10th September – committee meeting 7.30pm

15th October - AGM

N.B. Covid-19 emergency regulations will determine if these meetings can take place in the Hall.