

SHOTTESWELL VILLAGE HALL MEETING HELD ON 23RD JUNE 2020 (025)

PRESENT. B. Zammett, H. Wareing, L. Clark, T. Clark, A. Omer, C. Jeffrey, J. Beaumont, J. Coogan.

APOLOGIES. V. Ingram.

MINUTES. The minutes of the meeting of 9th June were approved and signed. Prop. JB; sec. CJ.

MATTERS ARISING.

Chairs. Ben reported that the old remaining red upholstered chairs had been collected. LC said two chairs had been sold to Horley C.C. and two to the Church, therefore £20 to come.

Heating Pump Guard. Ben reported that a second guard had just arrived.

Tree Works. We were expecting the work to be carried out in the next few weeks.

100 Club. Approx. 25 had been sold within the village but Ben said we could pursue shares being sold externally. Draw to go ahead on the 18th July.

PAT Testing/Fire Extinguishers. PAT testing done and fire extinguishers checked recently.

TREASURER'S REPORT.

Terry reported that money from 100 Club sales had been paid in. We had paid £590 for the new heat pump guard and were trying to reclaim £57 transport costs. A refund of £444 was expected for the returned guard. Ben said he had £180 to give to Terry to pay in.

Insurance. Discussion took place re increasing the 'contents' component of the insurance to £10,000. Terry agreed to find out how much extra premium that would be, to let people know and go ahead with it if reasonable.

RE-OPENING.

Ben said that W.R.C.C. (Warwickshire Rural Communities Council) would be updating its website information from A.C.R.E. (Action with Communities in Rural England) in the light of today's Coronavirus announcements. Village halls could open from 4th July but we would have to remove all the 'scrubs' materials and thoroughly clean. It was agreed to delay opening to after 4th July. JB recommended a cleaning firm which was already being used in the village. Hilary had interviewed her and Ben had also seen another cleaner. HW said that we needed to invest in a Henry vacuum cleaner to avoid extra charges (The Hetty had been deemed not powerful enough for our needs.) It was agreed to employ the cleaner recommended by Jan. (TC proposed; HW seconded.) Also agreed that the first clean should be in July and then monthly to be reviewed after four months.

Saturday Lunches. Ben and Hilary had offered to help with guidance when first Saturday in the month lunches resumed.

Breakfasts. Sunday breakfasts could resume regularly on a third Sunday at which we could hold the 100 Club draw in public.

Hiring Agreement. Ben said that special conditions would have to be attached to the hiring agreement and he would organise this. We would need documentation from hirers re attendees, etc.

COVID-19 RISK ASSESSMENT.

It was agreed that this would be updated and reviewed for mid-July.

FUND RAISING.

Terry requested a list of those people who had joined the 100 Club and also the numbers which they had requested. All committee members to have a list to save asking people who had already signed up.

MAINTENANCE.

Steps by Noticeboard Entrance. Three quotes had been obtained for replacing the steps and for providing a base for the heating pump guard. It was agreed to use D.C. Miles. Prop. JC; sec. CJ. All agreed.

Ball Valves. Ben said we needed to replace the ball valves in the disabled and ladies' toilets which were vibrating and it was agreed that he should get a plumber to replace them. Prop. BZ; sec. HW.

Lock on Internal Door. Ben said he would like to have a working lock fitted on the internal door as added security. It was agreed that he could arrange this.

Windows on Side of Building approaching Entrance Doors.

Terry said that the two windows needed to be replaced as the sills were rotten and surrounds were not weatherproof. It was agreed to get a couple of quotes for wood and for UPVC replacement windows.

DATE OF NEXT MEETING.

The next meeting would be on 21st July by Zoom.

A.O.B.

Cleaning. It was agreed that after a thorough clean the hall should be cleansed professionally at a cost of £120 as this included sanitisation and a certificate. This may provide reassurance to potential hirers. Prop. BZ; sec. CJ.

Scrubs. Hilary reported that the scrubs made in Shotteswell had gone to Ellen Badger hospital and other organisations. Storage space for material, etc. had been offered in Warwick which meant the hall would be clear for cleaning and hire. She said that the facemasks which had been made would be offered for sale around the village by a volunteer and it was suggested and agreed that the money could be given to the church.

Event. It was suggested that on 2nd August we could hold an event outdoors at the village hall where people could be seated at tables (numbers limited for social distancing) and could enjoy an individually packed picnic box with individual drinks (at a cost to us of approx. £5). Claire had a company in mind who could provide individual cakes as well. This would be a goodwill gesture to the village and seen as a re-opening event.

Gift. It was agreed that Hilary would purchase and deliver a gift and card for a lady in the village who had a very special birthday coming up.

Zoom. Ben asked that committee members should accept the Zoom invitation beforehand and click 'add to calendar.'

B. Jammatt