

Topcliffe & Asenby Village Hall

Extraordinary Committee Meeting held via Zoom on Thursday 8 April 2021.

Committee members attending: Andrew Eckersley (AE), Doug Allan (DA), Peter Lowe (PL), Judith Lowe (JL), Tony Bruce (TB), Karen Morley (KM), Malcom Morley (MM).

Apologies: Jenny Bumby (JB), Emily Collard (EC), Clare Feasby (CF) and Sarah .

Reason for calling an Extraordinary Meeting

The purpose in calling the extraordinary meeting was to discuss the potential for reopening the Village Hall in the light of the government's roadmap out of the Covid-19 lockdown. The stepped approach to relaxation of the Covid restrictions for public venues allowed the Village Hall to reopen at Step-2 (12 April 2021) for supervised activities for children, parent and toddler groups. The committee had decided not to reopen on 12 April.

Discussion

Looking forward to Step-3 (17 May 2021), it had become clear that a safer reopening might proceed using the 'rule-of-6', social distancing and other Covid secure considerations. This could allow many of the regular activities within to take place within the hall. The committee would be required to ensure adequate Covid precautions are in place prior to public access.

After some discussion it was decided that the Village Hall would reopen on 17 May 2021. This would allow sufficient time for all appropriate Covid-19 precautions required by the government at Step-3 to be purchased and positioned within the hall.

Most importantly, the committee will be required to conduct a vigorous Risk Assessment placing special emphasis on Covid-19 precautions prior to the opening date.

Within the reopening check list discussed during the meeting, the following actions were accepted with each task allocated a committee member as leader:

- Risk Assessment – PL, JL with support from DA and additional committee members as required.
- Hall signage for Covid infection protection – DA
- New Hire Agreements and Contracts (Covid specific) - JL and DA
- Regular user hire questionnaire and letter for planned reopening – AE
- NHS QR registration – DA
- Hall One –Way floor marking plus 2M floor marking – AE
- Covid First Aid Box – AE
- Preparation of a reopening Check List - DA
- Social Media notification – EC & DA

All allocated tasks can be completed by any committee member, however, please inform the task leader if any/all actions within their responsibility have been completed.

The Treasurer (TB) discussed the possibility to offer free hall hire to our regular hall users until the end of the year (31 Dec 2021), with the proviso that the discounted fee would directly benefit the local community and not a central organisation. The local and central government grants received throughout the lockdown period have increased the Village Hall bank balance sufficiently to enable this free fee period without significant impact on balances and would spread the benefits of the grants directly to the local community and assist the process of getting the hall up and running again after a long closure. Agreed. TB to arbitrate on applications.

END