

## The Village Hall Management Committee (“VHC”)

### Minutes of the Meeting

Held Via Zoom

15 October 2020

**Attending:** Derek Sayer (DS) (chair); Bob Gardner (BG); Charlotte Boyles (CB); Julie Grundy (JG), Andrea Sayer (AS), Rachel Gardner (RG)

	<b>Topic</b>	<b>Action</b>
1.	<b>Previous meeting’s minutes</b> Everyone agreed that the previous minutes were an accurate reflection of the meeting held in August.	
2.	<b>Matters arising</b> <ol style="list-style-type: none"><li>1. DS has ascertained that Brendan Carson, Sarah Wagstaff and Andy Colclough all have keys to the village hall. Agreed that Brendan will retain his and that the others will return their keys to DS.</li><li>2. BG reported that the skylights have been cleaned.</li><li>3. DS reported that the boiler has been serviced.</li><li>4. The chimney sweep is due to attend on 28<sup>th</sup> October.</li><li>5. Phil Grundy has replaced the emergency lights in the hall.</li></ol>	DS
3.	<b>Report of the Treasurer</b> BG said that we had about £4,400 in the current account which is sufficient to cover the insurance due in December and rent due in January. The solar panels will also yield a small income in the next quarter. BG will produce a budget for the committee to consider at the next meeting.	BG
4.	<b>Use of surplus funds to benefit vulnerable members of the community</b> AS has discussed this with Eddie Neale and he was unable to identify members of the community who might benefit. It was agreed we would keep this idea under review perhaps looking at something after lockdown ends.	All
5.	<b>Review of the decision made in August to open the Village Hall</b> <ul style="list-style-type: none"><li>• DS reported that Nottingham has the highest rate of Covid 19 infections in England and in N&amp;S infections are also rising. In addition, N&amp;S has a high proportion of over 60s who are more vulnerable.</li><li>• Nottinghamshire has just gone into Tier 2 lockdown which prohibits indoor meetings of people from different households. We are unsure how this would affect gatherings in Village Halls for ‘sporting’ events and CB reported that her daughter’s dance</li></ul>	

	<p>class are continuing at Farnsfield Village Hall. Further guidance from RCAN is expected soon.</p> <ul style="list-style-type: none"> <li>• In view of the rising infections and continued risk to our community, all members of the committee voted against re-opening the village hall at the current time.</li> <li>• The decision will be reviewed again in December</li> </ul>	
6.	<p><b>Reopening Plans</b></p> <ul style="list-style-type: none"> <li>• DS said that he and BG had continued to look at the procedures and changes that are necessary to introduce when we reopen the hall.</li> <li>• BG has already sourced hand sanitizer and the committee agreed to authorized expenditure of up to £300 to purchase the other equipment, signs, etc that are required.</li> <li>• JG agreed to source to plastic aprons that would be needed in the First Aid Kit.</li> </ul>	<p>BG &amp; DS</p> <p>JG</p>
7.	<p><b>AOB</b></p> <p>DS proposed that a Christmas tree be put up outside the village hall but, as the hall is not being used, there would be no tree inside. All agreed.</p>	<p>DS</p>
8.	<p><b>Date of next meeting</b></p> <p>DS and BG to liaise as to when the budget is ready for the committee to consider. The second week of December was suggested for the next meeting. DS to notify committee members of a date.</p>	<p>BG &amp; DS</p> <p>DS</p>