

SOUTH HEIGHTON VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of meeting held on 19 April 2021 at 7.30pm – this was a Zoom meeting

AGENDA ITEM: COVID-19 UPDATE:

- **19/3/20: Village Hall was shut down with immediate effect for the foreseeable future. Full refunds made to pre-paid bookings**
- **Postponement of Annual General Meeting due 11/5/20 until May 2021 – committee members/officers have agreed to continue in their roles until the 2021 AGM**
- **Measures taken to ensure cleaning, maintenance and security whilst the Hall is closed. Stagnant water advice – regularly run taps for 3 minutes and flush loos**
- **Village hall opening procedures following COVID-19 advice: risk assessment received (incl. limited numbers in the hall (max 18), enhanced cleaning routines/ face coverings/track and trace/revised booking form/PPE and hand sanitisers/no noise)**
- **Reopening date to be decided. On reopening, kitchen to remain closed, toilets open**
- **This was 2020 advice – 2021 advice to be determined**

Present: Sue Crosthwaite (Co-opted Committee member), Clare Dickins (Treasurer), Jerry Drury (Co-opted Committee member), John Johnson (Committee member), Geoff Knight (Committee member), Carly Norris (Co-opted Committee member), Tessa Pickstock (Chair), Roger Scarles (Committee member), Sophy Thorpe (Secretary)

Apologies for absence: None received.

Minutes: The minutes of the previous meeting (22 March 2021) were agreed to be a true record.

Matters arising:

- External windows need professional cleaning - £20 quoted, to be booked for the summer.
- Leaky/broken water heater in ladies loo (February 2021) - this has been replaced at a cost of £240.
- Denton Community Challenge 17 July - request to hire 2 x marquees/6 x tables/60 x chairs - need help on this date to move equipment.
- Need to get jumble out of shed to air it – Sunday 9 May at 10am to sort through jumble, put chairs back in the hall etc prior to reopening but reopening date yet to be confirmed.
- New boiler quote for £3000 agreed - installation end of April.
- Existing Village Hall fire risk assessment to be reviewed, amended and completed by professionals - same for Bonfire Society risk assessment.

South Heighton Bonfire Society

- Notes from the bonfire meetings – none to approve but May meeting will take place.
- Not yet confirmed whether bonfire night on 2021 will go ahead.

South Heighton Parish Council

- No current issues.

Secretary's report:

- Nothing to report.

Treasurer's report:

- See below.

Any other business:

- Next bingo: From March 2020 all dates are cancelled until the hall can run the event safely and with COVID-19 compliance.
- Wild flowers on bank outside hall – contact to be made with Greenhavens and the Parish Council about this.
- Coffee at the Hollow have asked for a key holding arrangement while the van is operating – paperwork drawn up.
- The outside shed where jumble is stored is leaking and needs to be re-felted.

Date of next meeting:

- Monday 17 May 2021 7.30pm (Zoom).
- Postponement of Annual General Meeting due 17/5/21 until May 2022 - committee members/officers have agreed to continue in their roles until the 2022 AGM.

<u>INCOME</u>			
Hire of Hall Toilets & Key Deposit	£	90.00	
Bonfire Hampden collection jar	£	85.00	
Bonfire sale of donated items	£	10.00	
Bonfire membership	£	55.00	
Total Income			£ 240.00
<u>EXPENDITURE</u>			
Lawn mowing	£	20.00	
Total Expenditure			£ 20.00
Balance			£ 220.00
Current Account balance as at	19/04/2021	£	10,565.68
Deposit Account balance as at	19/04/2021	£	2,051.00
		£	12,616.68