

**MINUTES OF HALL COMMITTEE MEETING 20th JULY 2020
IN RUNWELL VILLAGE HALL AT 7.00PM**

IN ATTENDANCE: - Chair Mrs A Ellis; Messrs: Clark, Dockerill, Lansdale, Redway, Rogers and Sloane; Mesdames Evans & Payne. In attendance Mrs C Roger (Caretaker)

Minute 15 Apologies: All present.

Minute 16 Declarations of Interest: None declared

Minute 17 Hall Re-Opening Schedule, Hire Availability, Cleaning Schedule.

The Clerk informed the members that the Hall had re-opened on 2nd June 2020 for two mornings per week solely for the use of Runwell Village Pre-School (RVPS). A full risk assessment had been completed. It was the intention of RVPS to re-open fully with the same usage as pre-Covid lockdown from Tuesday 8th September 2020 numbers still to be confirmed so this may be subject to change.

(1) Re-opening schedule discussed at length. It was proposed and seconded to:

- July & August 2020 permit Brentwood Woodpigeon Club to hold once a month, small committee meetings in the Main Hall on Monday evenings.
- August 2020, allow Shape-Up with Kate to hold Monday morning fitness maximum 30 people including instructor.
- September – December 2020 to allow both groups (as above) and daily use Tuesday – Friday weekly by RVPS.
- Parish Council business permitted.
- **No** other social events will be allowed until January 2021 dependent on Government guidelines and review by Runwell Parish Council and/or the Hall Committee.
- Main Hall only to be used.
- Committee Room to be designated “isolation area” should anyone fall sick.
- Change/increase of use to be reviewed from 1st January 2021

(2) Clerk to send questionnaire to all existing Hall users to ascertain their expected return. RHA & Runwell Indoors Bowls had already indicated they would not return until at least January 2021. Responses to be collated.

(3) Cleaning Schedule – Mrs Rogers confirmed that the arrangements in place in conjunction with RVPS worked well and that she could accommodate the extra clean for Mondays if needed. Further review of cleaning requirements to be made upon the return of the questionnaires. Mrs Rogers happy to be flexible with her hours and work extra if needed.

The Chairman highlighted that the need for all user’s safety is paramount. Any changes will be dependent on how well the Covid-19 virus is controlled and on the roll-out of a vaccination programme.

Minute 18 Questions/Other

- (1) RVPS had requested use of the new fire proof storage cupboard in the loft to store Christmas and Nativity Items. Request refused, Clerk to advise.
- (2) The members agreed to purchase 4 Wall-mounted Hand Sanitisers.
- (3) The members agreed the Caretaker could receive one extra weeks pay in lieu of holiday worked.
- (4) Rut in Car Park by Hall rubbish bins to be monitored.

Meeting closed 8.25pm