

**Minutes of the Wilstone Village Hall Committee Meeting held on
10 August 2020 at 8.00pm via Zoom.**

Present: Mr C Cobb (CC), Miss D Crapnell (DC), Mrs I McCall (IM), Mr C Reedman (CR), Mrs S Reedman (SR), Mr R Smissen (RS), Mr A Short (TS), Mrs J Walker (JW), Mr P Walker (PW), Mrs A Beck (AB)

Apologies: Cllr D Chalmers (CDC), Mr P Cogger (PC), Mr P Kemp (PK), Mr P Lovis (PL), Mrs T Simmons (TeS), Mr N Williams (NW)

20/32 Minutes of the Meeting held on 20 May 2020.

The minutes, having been circulated prior to the meeting, were agreed as an accurate representation.

20/33 Matters Arising

Action points from 20 May 2020	Who	Status
19/45 Liaise with HCC to determine the scope for change in the covenant on the use of land (currently restricted to ball games and residents use).	CDC	On hold
19/68 IM to lead the cleaning party for the kitchen. Committee agreed to keep the existing glasses and small cups and saucers for the time being.	IM	Closed
20/04 Upload electrical certificates to website	PW	Closed
20/16 Look for better looking paving slabs for patio	PW	On hold
20/18 Write to council to see whether they will paint "No right turn" on road outside village hall. <i>CR has been informed that this is not possible as the Highways Agency does not have any such sign to paint on the road.</i>	CR	Closed
20/26 Re-lay 5 hazardous patio slabs and grout with Geofix	PW/CR	Closed
20/29 Forward email from Dacorum Community Halls on Guidance on safe opening of halls. Superseded by minutes of sub-group meeting issued 18/06/20	AB	Closed

20/33 Treasurer's Report

Current	£1,968
Deposit	£25,956
Money Market (Bond)	£0.00
Petty cash	£881
Donation to SoCS	£(540)

NW provided the committee with a detailed breakdown of hall expenses.

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20/34 Covid-19 Procedures update

PW, CR and TS continue to liaise with all appropriate organisations to ensure compliance with government advice and best practice regarding Covid-19 and the use of the Village Hall.

The committee was advised of the following:

- Bella has been briefed on updated cleaning requirements
- The Village Hall continues to be cleaned on a daily basis
- First aid box has been re-equipped
- PPE and cleaning supplies have been procured.

Following a discussion on the masks/visors procured, RS volunteered to investigate their efficacy and report back to the committee as to whether another type of mask/visor would be of greater benefit. The committee agreed that at least 5 masks/visors should be provided for both CR and Bella: allowing for rotation, and subsequently reducing the risk of infection.

The committee discussed the need for a thorough clean after Jazzercise classes; CR offered his services and the committee gratefully accepted.

TS updated the committee on the measures in place to ensure all hall users are aware of risks, and the procedures we have in place to mitigate them.

- TS has contacted all regular hall users
- Prior to each hiring a risk assessment must be completed.
- An example risk assessment can be provided to those who need it

To date, the hall has been booked by Jazzercise, Tai Chi, Band Practice and the Woolies. The Morris Men are expected back in October and will run at a maximum of 30 people.

The committee agreed that the Whist Drive should not resume given current Covid-19 restrictions. However, as long-standing patrons, their slot should be retained for the time being. One off bookings can be taken during this time.

The Cubs and Scouts are awaiting clearance from the Cubs and Scouts Association before they re-book.

TS anticipates that most groups should be back in the hall by 31 August 2020.

20/35 Hall Maintenance

PW updated the committee on work completed:

- Patio has been made safe, re-grouted and cleaned.
- Slabs outside the front door have been made safe, re-grouted and cleaned.
- New concrete has been laid at the entrance.
- The rubbish behind the sheds has been removed.
- The weeds have been cut down in the car park, sprayed with weed killer and covered with black plastic and bark.
- New shelves installed in main hall.

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The following schedule of work was discussed:

- Redecoration of the kitchen walls and ceiling. The committee were most grateful to IM for the donation of the paint required. The £350 cost to complete was approved.
- Painting the entrance slabs and concrete – materials only. The committee approved the cost. PW & CR to carry out the work.
- The gutters and eaves need to be cleaned and repaired. Scaffolding may be required. IM to approach Chad for an estimate.
- The committee agreed to move forward with white lining the car park at a cost of £1200.

The current window cleaner has proved unreliable. PW and CR to endeavour to find another.

20/36 Hall Lettings

Film night – having discussed the possibility of running a pre-Christmas Film Night the committee agreed that it would not be viable under current Covid-19 restrictions. The committee will monitor the situation and decide closer to the date.

Shop Volunteer Social – DC enquired as to whether the committee would grant use of the Village Hall toilets and kitchen along with the outside space, for approximately 40 people, to hold an event as a Thank You to the volunteers who man the village shop. The committee agreed to the request.

20/37 Any Other Business

Nominations for Secretary – no nominations to date.

Works on Cottage Long Row. One of the residents on Long Row has put in a gate accessing the village hall car park. CDC to speak to the residents concerned.

New development: Planning permission has been sought for 28 houses on the land behind Grange Road. The committee deliberated the question as to what should be considered in the event the developer offered to assist the village in order to facilitate its application. After considerable discussion, the committee concluded that approval of this development – which represents a 10% increase in the number of houses in the village - could open the door on further development on the outskirts of the village, and as such we should potentially be considering an uplift of hall capacity in the region of 50%. This, of course, would be extremely difficult given the restrictions on the land owned by TRPC adjacent to the village hall, and the fact that the land currently used as a car park is inadequate for the parking requirements of hall users and village residents.

The committee concluded that there was nothing the developer could offer the village hall at this time.

20/38 Date of next meeting

Monday 5 October at 7:30pm. The meeting will take place via zoom, or, should the restrictions have lifted sufficiently, Wilstone Village Hall.

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Summary of actions from this meeting.

Action points from 10 August 2020	Who	Status
20/35 Paint the entrance slabs and concrete	PW/CR	
20/35 Obtain estimate from Chad for cleaning and repair of gutters.	IM	
20/35 White line the car park	PW	
20/35 Find a new window cleaner	PW/CR	
20/37 Look into the installation of a gate by homeowner to access the village hall car park from Long Row.	CDC	