

## Buckland Newton village hall committee

### Minutes of the committee meeting held on Friday 1<sup>st</sup> October 2021 at 4.00pm

1. Attendance – Nicki Barker (Chair)(NB), Vinny McKenna (VM), Ian Scott (IS), Katharine Hayens (KH), Kate Parish (KP), Sandie Stout (SS), Susan Moring (SM) and Caron White (CW).
2. Apologies – None.
3. The minutes from the short committee meeting after the AGM held on July 6<sup>th</sup> 2021 were signed and approved.
4. Matters arising – KP requested that the constitution be reviewed. Minutes from the last Parish Council meeting were referred to regarding correspondence about there being a link representative on the village hall committee.
5. Treasurer's report ( VM) – Current account holds £27,910  
Deposit account holds £23,110  
Very few invoices issued for hire of the hall. Expenses have been for gardening and cleaning.
6. Booking secretaries report ( IS)  
Two children's parties have been booked since the most recent lockdown and these have gone well.  
Occasional and regular hirers are encouraged to follow ACRE good practice advice since the law changed in July. Information to regular users has been amended regarding COVID protocols about spacing, cleaning and particularly in relation to ventilation during winter. Based on this advice Village Café started again today. Fizz has reported that it worked well, that measures had been taken and all members felt safe. One person complained about draughts.  
The change in July means that the hirers have responsibility to manage risk for themselves and others and put Village Hall guidance into practice. Except by special agreement, plastic chairs will continue to be used as these can be easily sanitised. When events follow closely on others a different set of chairs can be used. If upholstered chairs are required, those used will be 'quarantined' before next being used. Lunch club uses a set of green chairs which are kept separate for their sole use in the committee room. For bigger groups advanced booking is needed so seating can be set out in advance with appropriate spacing.  
Already booked is a Christening do in November and an Artsreach concert on October 17<sup>th</sup> with pre-booked seats. Yoga is scheduled to

return on 25<sup>th</sup> of October with 10 people in the evening and 4 in the afternoon. No news yet regarding Little Goslings –CW will contact.

Village People had expressed an interest in booking a disco but having read the recent advice had concerns about whether this is compatible. They are now looking at a Mexican Train evening for their booking on Nov 13<sup>th</sup>.

There was then discussion regarding COVID protocols at other public venues. For example in schools, youth clubs and a local sports centre people are mingling and are back to normal. It was agreed that the hall committee should continue to recommend measures clearly but emphasise the responsibility of individuals and groups to decide how they comply and if they wish to attend an event. If there is doubt about whether to accept a booking, it was agreed that the booking secretaries should consult with others. For example informal parties with a bar and unstructured bookings from hirers outside the immediate area. BNVH would remain broadly aligned with national ACRE advice. IS said that the only issue experienced so far had been the constructive conversation with Village People. KP suggested that guidance was important but should not prevent community provision. NB emphasised the importance of ventilation and the challenge this will bring in the winter months regarding opening windows. KP and IS suggested that helpful advice is being given by sectors such as the youth service and performing arts. VM said that we should consider every booking on its merits. CW suggested hirers be encouraged to make people attending their events aware of the context so they can decide whether to attend. After a lengthy discussion it was agreed to monitor the situation over the next few weeks and act accordingly.

#### Issues raised by regular hirers

Lack of WiFi has been raised by Gardening Club.

The postmasters had mentioned how dark to foyer is. NB said the new lights should have solved that. It was agreed that, if needed, the postmaster should be able to open the hatch into the hall but continue to restrict public access to the hallway.

Piddle Valley Players have agreed an overall price for their winter booking and will have a smaller audience following their own risk assessment. Next week lunch club will plan ahead regarding ventilation and open doors and windows before and after the session. KP said that Youth Club are glad to be back. 15 attended the first session and 20 the second. Katharine said that Gardening Club will use the hall on October 27<sup>th</sup> and Nov 24<sup>th</sup>.

There was discussion about how to best secure the doors open to provide ventilation. A combination of plastic wedges and bungees on the plastic doors and hooks and eyes on the wooden fire doors was suggested.

#### Hall cleaner update

Tina is having a break from 8/10 for three weeks. Sara Cheyne will replace her. KP asked whether all the toilets will now be open. It was agreed that all toilets be added to the cleaning list. KH suggested that wipes could be put in the toilets and the towels should be paper towels. NB said that we need a notice to switch off the hot tap in the disabled loo. NB will obtain three more packs of wipes for the other toilets. It was agreed that more adhoc cleaning would now be needed after events as, currently, cleaning is linked to regular users.

KP asked about hire rates and that we need to look at them regarding the future sustainability of the hall. NB will include on a future agenda.

#### Health and Safety work (Urgent)

1. Risk assessment regarding general risk. CW and KP will get together to decide on a format and to conduct the risk assessment.
2. Ash tree removal. NB has spoken to neighbours. Question of whether we should replace the trees? KP asked if the stumps were to be ground out. NB said that there was no need to do this – disease is in the leaves, not the roots. KP had been advised by D.C tree dept. that the roots should be removed to prevent the tree sprouting back and continuing to produce spores. After discussion we moved to a vote. The majority voted that the trees should be taken down on 13<sup>th</sup> October by Paddy Needham. The firewood will be stacked near the grit bin. Logs could be advertised and people wanting them could be

asked for a donation for the village hall. SS and SM will be the contacts.

### 3. Car Park pothole

IS said that car parking in the village hall car park needs to be discouraged. SM said that the chip van will need the full car park for next week's Lunch Club. SM is to put a note on the car in question. Regarding the pothole, KP said that she had a quote to re-surface and provide new manhole covers and would re-circulate this.

### 4. Air cleaning system

Details have been circulated via email. NB explained the science behind the Halo system which is used in schools and government buildings. The system we would consider would be for buildings of 1000sq ft. The hall is just under this. It can be used intermittently with little noise and uses little electrical energy. A local company in Cranborne could perhaps come over to discuss. It would be fastened to the wall and plugged in. We need to consider this for winter to keep the hall open. VM suggested we get someone over. KP said that HSE advice is to open doors and windows. IS said that the hall could be ventilated before and after events. KH said if it could be shown to work the extra grants are there to help keep the hall safe. SM had contacted scientists who said that they could not see how it could work in a village hall situation. The upkeep was questioned. NB said that it is an active system with no filters to change. IS will contact ACRE regarding examples of use in other village halls. CW raised the potential noise it could make and impact on events.

NB said it will cost £1080 +vat. KP felt the money could be better spent. It was agreed that NB is to contact the company in Cranborne.

### Boiler and Electrics

VM reported that the boiler service is due on 18<sup>th</sup> October. CW to look up date of next NEIC inspection.

As time was running out NB suggested the meeting be continued at a date soon in October- to be decided.

Meeting closed at 6.10pm

NB Next meeting to be held on Friday 15<sup>th</sup> October at 2pm to conclude agenda of committee meeting held on October 6<sup>th</sup>.

