



Goostrey Parish Council

VILLAGE HALL MANAGEMENT COMMITTEE MEETING

AGENDA for the TUESDAY 4th MAY 2021

at 6.00 PM Via VIDEO CONFERENCE

1. DECLARATIONS OF INTEREST

2. APOLOGIES FOR ABSENCE

3. MINUTES – To approve the minutes of the meeting on 9th March 2021 (view minutes at <https://goostrey.info/wp-content/uploads/2021/03/VHMC-Minutes-09032021-draft-v1-plus-appendices.pdf>)

4. ACTIONS FROM THE LAST MEETING

- i. JS-L to send copies of any invoices which the School has submitted to CEC which are included in the recharge to the Clerk by 19th March 2021. **Partially completed:** There are a few outstanding invoices listed in the document pack.
 - ii. JS-L to send copies of any invoices which the School has submitted to CEC which are included in the recharge to the Clerk by 19th March 2021, excluding electricity invoices which are sent direct to CEC. **Not Completed**
 - iii. Clerk to contact CEC to ask for the percentage of the Electricity bills charged to the Parish Council to be reduced significantly whilst the Village Hall has been closed. **Completed:** No response from CEC Recharge Team, however Head of Finance suggests talking to the School.
 - iv. Clerk to contact the PCSO for advice regarding local residents' vehicles being parked in the Village Hall car park, in the day and overnight. **Completed:** PCSO has indicated it is not a Police Matter.
 - v. Clerk to contact the housing association again regarding the gateway.
 - vi. Clerk to order some heavy-duty rubber gloves. **Completed**
 - vii. JS-L to provide the current risk assessment and cleaning schedule for the School. **Part Completed:** JS-L provided a list of what needs to be cleaned before the hall is returned to the School for use after the Elections on 6th May 2021. **Awaiting copy of risk assessment.**
 - viii. Clerk to confirm to the School if the emergency exit will be used on 6th May. **Completed:** The Clerk confirmed to JS-L that the use of the emergency exit at the end of the toilet corridor will be used on 6th May to enable a one-way flow through the building.
- 5. RECHARGE** – The Parish Council has requested the School provides monthly reports (as agreed earlier in the year) on charges made to the Recharge for the year from 1st April 2021 to 31st March 2022.
- 6. SCHOOLS BUILDINGS INSURANCE RENEWAL** - The Parish Council requires confirmation from the School that sum insured for the rebuild costs for the School Building (including all Parish Council and Joint Use Areas) at renewal, is sufficient to allow for the reinstatement of any improvements made to the building funded by the Parish Council and or the School.
- 7. VILLAGE HALL MAINTENANCE/REPAIRS**
- i. Estimated expenditure to the end of March 2022.
 - ii. To consider quotes for the refurbishment of the Hall Floor see document pack.
 - iii. To consider project to replace the steps to the loft and the loft extension see document pack.
- 8. CARETAKING & CLEANING** – To consider what further action should be taken regarding vehicles being parked in the Car Park

9. RE-OPENING OF THE VILLAGE HALL

- i. School Use of the Hall prior to re-opening.
- ii. Recruitment of Village Hall Supervisor – Update
- iii. Current Guidance from ACRE
- iv. Date for hirers Zoom meeting

10. VH BORDER - Update**11. CORRESPONDENCE****12. MINOR ITEMS AND ITEMS FOR THE NEXT MEETING****13. DATE OF NEXT MEETING** – A date in June to be decided.

Zoom Meeting Link - Click the link below to join the meeting

<https://us02web.zoom.us/j/82239482739?pwd=dkxRMGFkUzA3Y2FleEE3STQwRGYzdz09>

Meeting ID: 822 3948 2739

Passcode: 439461

If you have questions about how to join the meeting please call the Clerk on Friday 30th April between 1.30pm and 4pm on 01477 535825 or 07834230351

Landline Dial in Numbers

+44 203 481 5237 United Kingdom

+44 203 481 5240 United Kingdom

Please be aware if you dial in via a landline that the rate for the call will be the national rate per minute as stated by your landline provider.

Participants joining by phone only can use *6 to mute and unmute their phone or *9 to raise their hand in the meeting