

Buckland Brewer Hall Committee

Minutes of the meeting held on 7 July 2020

Present: Roger Walter, David Watson, Steve Harding, Kevin Lobb, Barry Noakes, Dawn Dziurzynski, Barbara Babb, Jo Miles, Trevor Mills, Robin Davies, Richard Watson.

1. Apologies: Betty Banks.

2. Minutes of the last meeting

The minutes of the meeting held on 20 November 2019 were agreed as a correct record.

3. Matters arising not otherwise on the agenda:

None.

4. Correspondence:

The Secretary reported that he had received a cheque for £1,977.11 from the sale of shares left to the hall by the late Bruce Brown. The parish council have written requesting a licence to cross the carpark to gain access to the school field. The council's solicitor is drawing up the licence but this has not been received yet. Once received the draft licence will be referred to the hall's solicitor and the clerk has confirmed that the parish council will meet our costs.

5. Treasurer's Report:

The Treasurer had provided a summary of the latest financial position. On the village hall account, he has refunded all deposits for bookings that were not able to take place. We have received a grant from the Torridge for £10,000 under the government's business support grant scheme. We have paid for the electrical installation to run the chiller for the meals service. The parish council will give a grant towards this, likely to be 80%, with the balance charged to the chef.

Current balances stand at £116,126.14 for the village hall account, £5,997.26 for the fundraising account and £1,500.52 for the equipment reserve.

6. Re-opening of the Hall

The secretary had circulated a copy of the government guidance, the advice from ACRE and draft documents that he had drawn up as required by the advice and guidance. He outlined the main requirements and current restrictions on opening the hall for public use. The date from which the hall would be available was considered. At the moment the kitchen is still being used for the meals service, but this use will cease in the near future. The current demand for the hall is very low with some users unable or reluctant to meet. The school have also flagged their need to fully re-open in September, but were unsure if they would need to request the use of the hall to allow this to happen.

It was agreed that no date should be set for re-opening, but that the re-opening questionnaire should be circulated to ascertain the views of the main users. Any enquires for private use would also be considered. A meeting to discuss the opening date would be called once the responses had been received. Other documents were reviewed so that they would be ready for when the hall did re-open. The supplementary conditions of hire, and risk assessment were amended and would be adjusted in the light of future experience. It was confirmed that users would be required to do their own risk assessment and the secretary offered to give any help to them if they required it.

Chairman's Initials

Hand sanitiser, anti-viral cleaning spray and cleaning towels would be obtained. The chef will organise a professional clean of the kitchen when he leaves. The secretary had spoken to the hall cleaner about a deep clean but this will be deferred until the opening date is known. Also it was agreed to carry out some redecoration work whilst the hall is not being used.

Steve was thanked for his work in analysing the guidance and drafting to documentation.

7. Fundraising & future events:

Dawn reported that she has received enquiries about the Xmas market this year. Whilst the regulations allow one to be held the difficulty in operating one safely are considerable. The option of holding one or not, or of doing something different was deferred to the next meeting when the guidance or conditions may have changed.

8. Any other business:

Roger reported that an outside light to allow safe access to the container at night is still to be fitted. Intek had provided quotes for upgrading the current amplification system and providing a lighting system. The committee confirmed that these should be acquired. We had previously received a grant from the Bridge Trust for the lighting. The secretary had applied for a councillor grant towards the amplification system but nothing had been forthcoming. Kevin will apply to the Bridge Trust for a grant towards this.

9. Date of next meeting:

Next meeting to be arranged.

Future meetings 16 September

18 November and AGM.

The meeting closed at 9.00 p.m.

Signed..... Date.....