



Castlethorpe Village Hall

Minutes of the Village Hall Committee held in the
Village Hall on Monday 29th June 2020

PRESENT: Councillors: Forgham, Hinds. Voting Members: Tony Rice, Keith Bartram + non-voting members (not recorded)

The meeting commenced at 7.30pm, there being no public forum

1 Apologies for absence

1.1. None

2 Declarations of Interest by Councillors in any Agenda Items below

2.1 None

3 Approve minutes of last meeting

3.1 Proposed by Russell Forgham. seconded by David Hinds & agreed unanimously matters arising:

3.2. Village Hall floor had been laid and looks good

3.3. Blinds had been replaced

3.4. Cllr Forgham would form a working party to address the poor state of the Village Hall garden

4 Reports and File Notes

4.1. Cllr Forgham and Clerk had attended a telephone conference hearing in the case brought against the VH hirer where the Hall had been damaged. The defendant did not dial in. The judge said that there would be a physical hearing to be arranged at a later date and instructed what would need to be provided.

5 To consider Resolutions

5.1. Cllr Forgham had circulated completed risk reports and instructions should the Hall be hired:

- Government guidance would be a priority and considered in the event of any request to hire the Hall
- The Hall will be cleaned before any hire and the hirer would be expected to wipe down all surfaces after use. Cllr Forgham had discussed with Hall cleaner.
- 2 metre lines would be marked out for people entering
- People would enter by back door and leave by front in a one-way system
- Busy areas would be marked out to support 2 metre social distancing
- Door handles and light switches to be cleaned regularly
- Chairs should not be used for the immediate future
- There are a set of guidelines for use of kitchen and toilets
- Personal details of all attendees would be collected
- A document would be given to any hirer stipulating these measures as part of the terms and conditions
- It was agreed that there should be no private hires for the immediate future
- None of the groups would be re-starting before September. There should be another meeting before then
- All agreed with the measures as above

5 Financial matters None

6 Any other business None

7. Meeting Closed at 20:10