Tollerton War Memorial Institute

Minutes of Meeting

held

Monday 12th April 2021

Venue: via Zoom

Time: 20:26hrs

1. Present:

Tim Brook (TB), Yvonne Brown (YB), Janette Ferris (JF), Bill Scott (BS), Barbara Walker (BW).

2. Apologies:

Jenny Bullock (JB)

3. Minutes of last meeting:

Agreed as correct.

4. Matters Arising

All events cancelled.

- **Proposed Major Projects-**

  - Refurbishment of outside including fencing replacement of facia boards & casing over old boiler.

2 quotes obtained by TB although not like for like.

RMJ - approx. £15,000 for patio area, fence & boiler room roof.

Tony Rapier – approx. £13,000 for patio, fence & ramp but not for roof.

Building Regulations required for ramp & possibly Planning Permission – **TB pursuing.**

  - Tarmacking carpark at front of building - no progress due to pandemic but still a possibility.

- **Facilities -**

  Sanitary bin installed in second cubicle.
  Paper towel dispenser installed in accessible toilet.
  Hand sanitisers installed in foyer, kitchen, bar & by door into hall.
  First aid kit replaced.

5. Purchase of Antiviral Room Fogger-

YB has investigated suitability of a Fogger but although good for hard surfaces not suitable for soft furnishings (curtains, sofas) as potential problems with dampness which could lead to mould.
HSE report for use of Antiviral Foggers not favourable for our purpose.
Much better option would be antibacterial sprays for use following activities/events in the hall - all agreed - **TB to purchase.**
TB has completed a draft Covid Risk Assessment – will email to all committee members to review before finalising.

6. Polling Station Requirements for 6th May 2021

No actions required by committee.
Hambleton District Council are managing the event, their Health & Safety team have completed own risk assessment & will implement.

7. Reopening of Hall for Bookings

Hall remains closed at present BS agreed to monitor Government updates on restrictions & how it affects the Village Hall.

Possibly Hall may be able to open after May 17th2021 if meeting indoors is allowed. If not, it may be June 21st 2021, before bookings can be taken but nothing definite as yet. To be reviewed at these dates.

8. Any Other Business

Need to look at procedure as part of Risk Assessment if a positive covid is identified & what are the requirements – possibly install NHS QR code venue check in for track & trace -**TB to action.**

Chilli Hoe Down – date still in diary – deposit for band rolled over to Oct 2021 from last year. Balance due in Sept. All agreed to review in July as to go ahead or cancel depending on situation with Covid restrictions/regulations.

Notice Boards outside hall not in a good state – Boards to be removed & replacements to be considered at a later date. - **TB to action removal.**

YB highlighted that although the hall had continued to be cleaned regularly no invoices had been received **– YB to chase up.**

JF asked re planters for hanging on front wall of Hall– All agreed a lovely idea – **JF will purchase baskets & invoice YB.**

Door & Frame to Boiler room in disrepair – **TB liaising with Nick Thompson**, regarding replacement or repair.

YB asked re advertising on VH Facebook, Tollerton website & Nextdoor for new committee members – all agreed a good idea – **YB to action**.

No other business

Meeting closed 21.10hrs