



**MEDBOURNE**  
V I L L A G E H A L L

**Medbourne Village Hall Committee video meeting  
Monday 17th August 2020 7.30 p.m**

Present:

Committee:

Karl Jenkins - Chairman  
Carolyn Frostwick - Treasurer  
Lyn Easton  
Brian Godfrey ( minute taker )

Members of the public also in attendance:

Karin Goodburn  
Kelle Garner  
Rebekah Budenberg  
Meriel Godfrey

Apologies for absence:

Bill Barrie  
Steve Howden  
Becki Howden  
John Young

Review of COVID-19 guidelines and outcome of risk assessment

Observations and concerns were shared regarding the issues and complexities in planning to reopen village hall bookings to the wider public whilst adhering to the government's COVID-19 rules for community facilities as described <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

At the July meeting, BG and KG agreed to work up a preliminary vh COVID-19 risk assessment (draft pre-circulated). BG provided an overview of the issues and complexities identified, whilst highlighting the way forward, likely

scale of implementation costs and potential timescale required to ensure the premises offer a safe environment and were fully compliant with government guidelines, whilst also being satisfactory to the committee. A robust discussion of the options followed and agreement to undertake further assessment of need.

It had been agreed previously that the pre-school would restart on September 1st and that Scout Groups have requested to use the outside space on Mondays and Thursday evenings from 6 p.m. Scouts would also need to have controlled access to toilet facilities; they will be adhering to their National organisations policies and have undertaken their own risk assessment. The vh will be responsible for the professional clean on a Monday and pre-school will be responsible for cleaning on Tuesday and Wednesdays. No decision was taken about who would be responsible for the Thursday clean.

MG will meet together with representatives from both preschool and scouts to ensure where there is overlap that procedures are agreed.

The situation is currently very fluid with frequent changes to published guidance, so a common sense approach is needed. Booking terms and conditions of the hall hire will need to be reassessed with the addition of specific Covid-19 hire conditions; the vh insurance is due to be renewed shortly and will be tendered on this occasion. COVID-19 requirements in respect of the insurance will need to be determined and advice sought (CF). The COVID-19 risk assessment will be further developed (BG and others). Other than preschool and scouts, the hall would not be available for hire by other user groups or for private bookings until at least the middle of October when the situation would be reviewed once more was known about the requirements for operating safely, within the guidelines and what type of activity the committee would be willing to allow; also more information may be available on funding for and scheduling of Phase 1 of the building works which could also impact on the situation.

CF

BG

Notice to be placed on the gate to Main Street stressing that the grounds remain out of bounds unless specifically authorised and that individuals waiting at the school bus pick up / drop off point outside the village hall are not permitted access whilst they wait.

MG

**Date of next meeting: Monday September 21st 7.30 p.m**

The meeting closed at 9.15 p.m