

# Minutes of Video Meeting

## Held on

### Monday 17th May 2021

Present:

Committee:

- Brian Godfrey - Chairman
- Carolyn Frostwick - Treasurer
- Steve Howden – Secretary
- Lynn Easton - Parish Council Rep
- John Young - Bookings Clerk
- Chloe Shuttlewood
- Karin Goodburn

Members of the Public - Meriel Godfrey, Becki Howden, Tom Price, Ann Price, Jane Boulter (Pre-School)

<p><b>1 Apologies for Absence</b> Kelle Garner, Rebekah Budenberg</p>	Action
<p><b>2 Minutes of Previous Meeting</b> The Minutes of the Meeting held on Monday 19 April 2021 were approved and will be signed by the Chairman.</p>	
<p><b>3 Matters arising from the Minutes</b></p>	
<p><b>3.1</b> Additional Covid booking conditions - have been kept updated by Kelle and Brian. Brian will circulate to Committee following this meeting.</p>	BG
<p><b>3.2</b> General Booking Conditions - Carolyn has sent her comments to Brian who will incorporate any changes and then send to John for review.</p>	BG
<p><b>3.3</b> Handover of Bookings - Meriel and John are due to meet to begin gradual handover. John will obtain a mobile phone to be used for bookings.</p>	MG/JY

#### **4.1 Chairman's Report**

Building works completed last Friday. Some snagging items such as new locks have been delayed due to issues at the supplier. Builder will complete items at a suitable point when the hall is not in use.

The Chairman will arrange for suitable separate dates for the Committee members and Trustees to view the completed Phase 1 works.

BG

The two new outside taps have been vandalised - they have been turned off internally to prevent water damage

It may be possible for the Committee Meetings to be moved back to the hall from next month. Brian and Karin will review latest guidance and advise

BG/Karin

Doctors are still taking part in decision making process but have not yet been able to commit to a return of the surgery

A regular Harborough Lotto feature is to be put into the Parish Magazine to encourage more supporters

#### **4.2 Treasurer's Report**

No income from the hire of the Hall has been received since the start of the financial year on 1st April. However, £99 has been received from the Harborough Lottery and grants totalling £1,400 have been received from the Parish Council towards specific items.

#### **4.3 Restoration Fund**

We have not yet had the final invoices for phase 1 and when received we will know what surplus is available to carry forward to phase 2.

Fundraising for phase 2 is underway.

#### **4.4 Caretaking**

- ICP cleaning re-scheduled to just Mondays with both Pre-School and Scouts having a tick list to get hall cleaned for next user group.
- New cupboards - labelled and keys have been allocated to regular users
- Meriel has arranged for cleanup and re-organisation of the kitchen to be done this Wednesday
- New doors all have keys and will be allocated as needed

#### 4.5 Bookings

- Local elections needed a lot of time from the caretaker due to additional Covid requirements, an enhanced charge will be made when the council is invoiced
- 10 July - Art Group
- July - Scout camp (weekend)
- 15 Aug - Party
- WI are planning to meet from August
- Pilates group are planning to re-start from September
- A village resident would like to hire the marquee for a weekend. The committee set the weekend hire charge at £250

All bookings are provisional

CF

#### 4.6 Defibrillator

- All checks up to date

#### 5 Forthcoming Events

Aug 1st - Celebration. Meeting has been arranged to plan this

Kellie,  
MG,Karin

Gin Tasting - date will be booked once we are allowed 30+ in the hall

SH

#### 6 Governance

H&S Policy on display in lobby

Policies to be added to website - Brian to liaise with David Tuffs

BG

#### 7 Any Other Business

None

#### 8 Public Question Time

Tom reminded Steve that Mick Cooper is still keen to hold an event displaying old photos of Medbourne. Once restrictions are eased, Steve will discuss again with Tom and Mick

SH

#### 9 Date of Next Meeting

21 June 7:30pm if on zoom, 7:45pm if allowed in the hall. Decision will be advised when agenda is circulated

**There being no further business the meeting closed at 8:45pm**