

WALTON PARISH COUNCIL minutes

Minutes of the Parish Council Meeting held on 16th July 2020

The meeting was held virtually using ZOOM software. All members could be seen and heard using the audio and video functions.

Present: Cllrs: E Fairclough (Chair), K Shaw, S Birkby, H Massey, T Saunders, J Carlon, P Lee, S Leith and C Pearson.

In attendance: Clerk to the Council.

30. To receive apologies and approve reasons for absence.

None.

31. To receive declarations of interest.

None.

32. To consider the opening of the Village hall in September 2020 considering new Government Guidance to permit indoor sporting activities.

The Clerk explained a regular hirer had requested the Parish Council reconsider their decision made on 7th July to review reopening the hall at the 1st September 2020 meeting given new Government guidelines allowed indoor sporting activities to take place from 25th July 2020. The hirer wished to coordinate their activities over the summer and sought a resolution that the hall would open from beginning of September 2020 to allow for plans/assessments to be implemented.

Members felt the risk assessment completed was achievable and that it was important to reopen for the community, however it was important the reopening but be subject to relevant guidelines.

The Clerk set out the caretaker was consulted on new measures that would be required, who felt the new way of working was within his capabilities.

Members agreed for hirers to sign cleaning logs to evidence their compliance and for them to be given the opportunity to customise these based on their activities.

It was clarified hirers would be issued with updated terms of hiring to require cleaning to be undertaken and maintain a list of visitors for 21 days to comply with the NHS track and trace system.

Resolved:

- (i) To reopen the hall from 1st September 2020 subject to relevant government guidelines/legislation;
- (ii) Increase frequency of cleaning up to 5/6 times per week (Mon-Fri) depending on the number of hirers wishing to return to the hall. The caretaker to be issued with a set of tasks/cleaning logs to be completed daily and initialled.
- (iii) The caretaker be required to complete all cleaning wearing an apron and gloves as an extra precaution.
- (iv) Cleaning logs to be initialled by hirers to sanitise own equipment and high-touch areas before and after hire period to be made a strict condition of their hiring.
- (v) Update the risk assessment to close the Committee Room and Kitchen.
- (vi) To increase time in between bookings to allow for extra cleaning.
- (vii) No bookings on Sundays to allow the caretaker a day off.
- (viii) Clerk and Caretaker to work with the Village Hall Working Party to implement all aspects of the risk assessment for reopening the hall and carry out necessary pre-opening checks.
- (ix) Offer the caretaker online training on infection control.
- (x) Review the caretaker's hours in December 2020 to determine if hours worked have exceeded his contracted hours over the prior 52-week period.

Meeting closed at 8.00pm.