

PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard CB23 3RD

VILLAGE HALL COMMITTEE

Minutes of the Village Hall Committee Meeting held on Tuesday 19 May 2020 at 7.30pm in the North Hall at Papworth Village Hall

Present: Victoria Carter (VC), Pete Cruse (PC), Paul Phillips (PP), Chris Howlett (CH), Terry Cook (TC), Cat Lloyd (CL)

In attendance: Sarah Cruse (SLC) Clerk, Clare Taylor (CT) Bookings Clerk

VH 22/05-20 Apologies for absence
No apologies were received

VH 23/05-20 Declaration of pecuniary interests – None declared

VH 24/05-20 To confirm and approve the minutes of the meeting held 14 January 2020
It was resolved to accept the minutes as a true record of the meeting held on 14 January 2020 (Proposed PC, Seconded PP).

VH 25/05-20 Actions List
All actions had been completed or are currently ongoing

VH 26/05-20 Matters arising or carried forward from previous meetings
Village Hall Car Park - It was agreed that a plan to resurface the village hall car park should be considered to include paving around stage door fire escape and south side of the hall, resurfacing of the driveway behind the hall to create one way in/out, upgraded lighting. A proposal and specification is required. VC, TC, CH and CL agreed to meet to draw up a plan for discussion at the next meeting.

VH 27/05-20 Village Hall Bookings
VH 27/05-20.1 To receive a report by the Village Hall Bookings Clerk on recent and future bookings All bookings to the end of May had been cancelled due to the Covid-19 situation and deposits / payments refunded.
Rendezvous have cancelled their annual week-long event in August, but are still hoping to hold the Music Hall events in October, situation allowing.

VH 27/05-20.2 To agree a date up to which the Bookings Clerk should contact hirers to formally cancel bookings and refund deposits due to the current closure of the Village Hall and COVID-19 situation.
It was resolved that, in line with current advice, the hall should remain closed for bookings until 3 July at the earliest. This date will be reviewed in line with Government guidelines at the Parish Council meeting in June (Proposed CH, Seconded PC, Agreed All)
CT to advise all hirers with events prior to 3 July and arrange refunds of deposits/payments as necessary.

VH 28/05-20 Village Hall Maintenance
To receive an update on any maintenance issues and to consider and authorise repairs as necessary
The Clerk is currently waiting for a date for the roofing contractor to commence work on the roof repairs. She will ask for volunteers to open up / lock the hall once the dates are confirmed.

VH 29/05-20 To consider a quote to fill potholes in the Village Hall Car Park
It was resolved to accept a quote of £280.00 from Royal Maintenance to fill the large potholes in the car park with hardcore and compact (Proposed TC, Seconded PC, Agreed All)

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VH 30/50 20 **Matters for future consideration**
Nothing raised

VH 31/05-20 **Date of next meeting:** Tuesday 21 July 2020 at 7.30pm

The meeting closed at 8.20pm.

Signed

Date