

Grampound with Creed War Memorial Recreation Ground and Public Hall

Minutes of the Hall Committee Meeting held on

11th May 2021

AGENDA ITEM	ACTION
Present : Dean Jenkins, Kay Chapman, Mark Taylor, Simon Fann, Richard Pryor, Alex	
Hewitt, John Ward, Cat Evans, Donald Ford and Lizzie Molden (taking minutes)	
1. Apologies for absence: Alison Ryves	
2. Minutes of the last meeting: Approved. AH to contact Bob Egerton about publishing	AH
minutes.	
3. Financial Report	
a) All attendees received the accounts prior to the meeting, via Microsoft Teams. In the	
past financial year, we have received £17,000 in grants and donations, not including the	
GrantScape bid for the storage container. The accounts show a total cash holding of	
£61,000.	
b) DJ to arrange a financial planning meeting within the next two months, for discussing	DJ
reserves and considering long term planning for buildings and maintenance costs. The	
hall floor is due for complete renovation. The approximate cost of this would be £6,000.	
4. Hall Report	
a) All attendees received an email from C Fylm, via SF, prior to the meeting. This included	SF
details of their reopening, as of Monday 17 th May. To encourage the film screenings, C	
Fylm are now charging £10 per screening, as opposed to the usual £25. The titles include	
'Bait', 'Parasites' and 'Knives Out'. All Trustees agreed that it would be a good idea to	
organise and promote a screening after 21st June, to support the community in its social	
recovery, post pandemic. SF to organise this.	
b) There are still COVID-19 restrictions in place on regular hiring and events.	
c) All Trustees agreed on invoicing the Rainbows, Brownies and Guides with a smaller fee	
for this term – as requested by them – as they have been unable to use the hall for a	
proportion of this hire period, due to the Girlguiding UK COVID-19 risk assessment.	
5. Decisions	CE.
a) COVID-19 Updates: The hall risk assessment is up to date and in line with the	SF
Government guidance. SF will look at any updated guidance on 17 th May and disseminate	
to Trustees, as appropriate. AH led thanks to SF for his work in putting together the COVID-19 paperwork and documentation for the hall, throughout the pandemic.	
b) Maintenance: On initial inspection of the pump in the hall, Sureflow identified an issue	АН
and turned the pump off. As hot water was needed for the school and the Craft Fair, the	АП
pump was then turned back on; upon which, the issues did not seem to persist. SF asked	
Sureflow for a quote for the pump. They have been to inspect the pump again since, but	
we are still waiting to hear from them with a quote. The specific issue with the pump is	
unclear, but the committee will address it, once they have received a range of quotes. AH	
to recirculate all quotes, which will be voted on by Trustees. Votes will predominantly	
take place on Microsoft Teams using the Polls application. It was agreed by all Trustees	
that the Trustee who has arranged the poll should chase up any outstanding votes.	
that the tradect who had arranged the poil should chade up any outstanding votes.	

c) Use of Facilities: KC to purchase two combination padlocks for the storage container.	KC/JW	
JW to sand the handles and hinges of the storage container.		
d) Fundraising and Events: All attendees received the Craft Fair report prior to the		
meeting. SF raised the issue of dogs, and Trustees agreed that no dogs would be		
permitted in the hall for future Craft Fairs, other than guide dogs. AH requested his name		
be removed from the Craft Fair report. DJ led congratulations to RP for promoting the		
Craft Fair via Radio Cornwall. For the August Craft Fair, stallholders will be charged £35		
for five days. All Trustees agreed that Bob Egerton should be contacted for a quote for		
nine new tables and a new advertising banner.		
e) Administration: No matters arising.		
f) Future Developments: KC led discussion in the proposal of a possible subcommittee for	CE	
the Craft Fair, but this was not agreed by all Trustees. CE volunteered to support with		
tables at the August and October Craft Fairs.		
AOB		
a) MT and AH to look at the RoSPA Report, considering any suggestions for safety.	MT/AH	
b) SF meeting with Michael Bunney – a newly appointed counsellor – tomorrow		
afternoon at the hall. Trustees agreed that any security concerns surrounding this are the		
responsibility of Michael Bunney, and not the hall committee.		
c) CE requested promotion for the reopening of Popp Theatre on 22 nd May. Both AH and	AH/RP	
RP agreed that they would promote this on the relevant social media channels.		
Date of next meeting: Tuesday 8 th July 2021 – 20:00		