



**Grampound with Creed War Memorial
Recreation Ground and Public Hall**

**Minutes of the Hall Committee Meeting held
on**

13th July 2021

AGENDA ITEM	ACTION
Present: Dean Jenkins, Mark Taylor, Simon Fann, Alex Hewitt, Alison Ryves, Donald Ford, Jo Shaw and Lizzie Grubb (taking minutes)	
1. Apologies for absence: Kay Chapman and Cat Evans	
2. Minutes of the last meeting: Approved.	
<p>3. Financial Report</p> <p>a) All attendees received the accounts prior to the meeting, via Microsoft Teams. MT has produced monthly interim profit loss and balance sheets, and these are available via Microsoft Teams. The difference this year is that the majority of our £18,000 income has been through grants, the County Council and the Parish Council. The Hall receives approximately £9,700 by the school each year, as they mainly use the hall during the daytime. The accounts are in profit with a £10,000 surplus income.</p> <p>b) MT drew names for 100 Club. Prizes were awarded to DJ (£40) and Nigel Stevens (£33).</p>	
<p>4. Hall Report</p> <p>a) There are regular hirers on most evenings, with some now running again. Those that are operating have COVID-19 risk assessments in place. Prior to COVID-19, the hall usually held between 15 and 20 theatre or musical productions through professional companies.</p> <p>b) There are still COVID-19 restrictions in place on regular hiring and events, but Trustees will need to look at the new Government guidance surrounding community halls when this is released. SF proposed some questions for Trustees regarding this: <i>If restrictions are lifted, do Trustees still want MT to update the COVID risk assessment?</i> Trustees agreed that this would be a wise idea, but many stated that keeping the risk assessment simple would be an effective way to proceed. <i>What is the school's position as the main user of the hall?</i> LG contributed that the school will continue with their risk assessment for the time being. <i>What do we require of hirers?</i> Trustees agreed that we should keep the hall risk assessment simple, but still require hirers to produce and uphold their own risk assessment.</p> <p>c) Trustees agreed that Film Club should go ahead in August, based on the updated Government guidance next week.</p> <p>d) There is a manhole cover that, on occasion, spills raw sewage – this is situated on hall grounds. South West Water have requested to place a monitoring box behind the clothing bank and dig a small trench for the monitoring equipment to be housed and another small trench to go to the telegraph cable. All Trustees agreed this would be fine to put in place during the school holidays. DJ to get in touch with South West Water regarding our decision.</p> <p>e) The outdoor performance of Twisted Tales will be going ahead on Friday 20th August at 8pm. Trustees support will be needed for roping off areas near to the river bank. In addition to this, a steward will be required on the gate, another to check tickets and</p>	<p>SF</p> <p>DJ</p> <p>DJ</p>

another to support car parking. If the weather does not permit the event to take place outside, there is an audience limit of 60 and the performance can be held safely inside the hall. Lighting will be required for the event, as the performance is expected to finish later on. DJ to ring Alan Webb to discuss use of the club's lighting. DJ would be willing to put on a bar for the event.	
5. Maintenance a) DJ, MT and AH to go through all quotes for hall maintenance.	DJ/MT/AH
6. Fundraising and Events a) Craft Fair: The Craft Fair will be taking place on Friday 13 th August, where there will be 43 stalls. This will run as usual, with the promotion of mask wearing and use of hand sanitiser and coffee and cake will be served. No one-way system will be required. AR requested Saturday 4 th and Sunday 5 th December 2021 for the Christmas Craft Fair.	
7. Administration a) MT or AH to put together a copy of the constitution for new Trustees and a declaration for all Trustees.	MT/AH
AOB a) SF and MT to pull the raised seating out, ready for the school play on Wednesday 21 st July. b) SF spoke with two representatives of the school about an issue that was raised regarding the cleaning of the hall, but both are satisfied with the current cleaning measures in place. c) AR spoke with a member of the public to let them know where the private dog field is situated within the village, as a dog was being exercised on the playing field. d) MT has expressed an interest in establishing a bridge between the playing field and Ham's Field. Friends of the Fal have expressed an interest in supporting this, by working alongside the Hall Committee to create a rustic design that is in keeping with the natural surroundings.	SF/MT
Date of next meeting: Tuesday 14th September 2021 – 20:00	