

Enstone Parish Hall Management Committee

Minutes.

Date: Monday 5th Oct 2020 via Zoom

Present: Karen Williams, Rachel Hunt, Susan Parris, Martin Juckes, Andy Lee, Ronald Bridger, John Vincent, Paul Johnson

Item	Action
1. Apologies: Freda Seath, Sharon Hutchinson & Amanda Robinson	
2. Minutes of last Meeting J Vincent added as attendee on previous meeting, minutes agreed as a correct record.	

3. Matters Arising

Finance. Insurance quote received due 3 Nov 2020, it was agreed to proceed and pay. MJ to forward quote to AR.

Bookings. Bookings looking healthy despite COVID restrictions. All users to be reminded of the “Group of 6” rule and encouraged to adhere to it. The Drama group were highlighted as potentially breaking the rule of 6, AL agreed to pay a visit and gently remind them of the rule.

AL

It was agreed that the Hall should remain open at the current time but that the maximum capacity for the hall be revisited for COVID regulations and the new max capacity be advertised on the website.

Andy asked for a comparison on hall usage before and after COVID, Karen agreed to provide this.

KW

Maintenance. RB updated the meeting on current issues;

Door Hinges – Nick Smith to be hastened to supply correct hinges as a matter of urgency.

RB

Water leak in storeroom – Following on from the bad weather there has been water ingress into the storeroom, possibly due to a roofing issue. RB to contact a roofer to investigate.

Car park drain, to be monitored before taking any further action.

HMRC Charity Representative.

AL agreed to take over this role from Bridget Zan, AR to advise how we register this change.

Film Night. Much discussion re opening hall for a film night. MJ agreed to look into cost options for screening a film at a reduced cost for a max capacity of 30 attendees, although this may be cost negative.

AR

MJ

11. Date of Next Meeting

Monday 26th Oct 2020 at 7.00pm.

ALL

