

Pudleston Village Hall Virtual AGM reports July 2020

Chairman

Dear all

Welcome to the first virtual meeting of the Village Hall committee. I hope everyone has kept well during the lockdown and I'm sure we all look forward to the strange world we find ourselves living in returning to normal.

Welcome to Sarah Arrowsmith who is re-joining the committee and has already done an enormous amount of work revamping the Village Hall website .

There are no events to report on apart from the talk on Ladywood back in March which I heard was very enjoyable but unfortunately, I missed it as I was on holiday. Since then, of course the Village Hall has not been able to accommodate audiences but has been used very successfully as a home-schooling centre, an Internet hub and a centre for the distribution of vegetables ,fruit, fish, bread and beer to the district.

The mower that Susannah donated has been used regularly to keep the grounds in trim and a shed is being constructed to house it. Rome wasn't built in a day and nor was the shed.

The Pudleston books in the porch have been described as a "lifeline during lockdown" as has the broadband connection.

We hope to start socially distanced events soon and a lot of work has been done by committee members to make sure we can do this and keep to the Covid Regulations.

I think the Village Hall has been a really useful resource for the village during the pandemic and thanks to all whose hard work has made this possible.

Robin

Treasurer

PVH Finances @ 20/07/2020		
Financial Year to date: April to July		
Bank balance 20/07/2020		12,710
Income:		
Hall use: Hayton Lee schooling		220

Easifundraising		41
Government Covid-19 Grant		10,000
Expenditures:		
Electricity		157
New website set up		780
New shed for mower		547
Donation to Pudleston Church		1,000
Mower fuel & can etc		43
Keith		
<u>Maintenance</u>		

As far as Maintenance Report is concerned, since the mower was purchased the grass is looking ultra-manicured, (what about a tennis tournament or bowls?!).

The project to erected a hut to house the mower, on a concrete plinth to which I contributed is ongoing but is not part of maintenance work.

I expect we will need a working party in the autumn some time.

Roger

Website Update

As you know, we have had to change our website hosting. This has created an opportunity to rebuild the site, giving it a more up to date look, adding information, and posting a few more attractive photos. There will also be a facility to book tickets for events on line, but this will not be operational immediately. None of the information on the old website has been removed, it's just presented differently. Hopefully, the new website will be live from 1st August. However, it won't be entirely in its finished state, and as with much new technology, there may well be teething problems.

Sarah

Risk Assessment

The Risk Assessment is actually a process and the paperwork should evolve with time and as circumstances change. As you will recall from our last email it is the essential step of the 5 steps required to ensure we are a Covid Secure Venue. Currently we have not attempted the sections which cover a bar or food service. We are unlikely to be doing these in the near future and they can be added at a later date, hopefully when the guidance

is more straightforward. However, if anyone feels they want to use the current guidance to complete these sections now, please let me know! The guidance is very clear that this must be a process everyone contributes to and abides by. We have put together an initial draft document which is in line with all the guidance, however it is only a first draft and we now need your input. We recognise this is less easy by email but it is where we find ourselves

What you need to do.....

1. Please read the draft document which is attached very carefully. We suggest you start with the back page first as it explains the numbers and what we are trying to achieve. The **severity rating** has to be 5 as there is the risk of death. We need to mitigate that risk by our actions to reduce the **Likelihood figure**, so no entry is in the Red Zone. If a figure remains in the Red Zone how will we manage it? This information must appear in the further controls section. (Severity rating x Likelihood figure = RISK) IF an item remains over 15 it may be considered not worth the risk
2. Look at section for those over 70 and those shielding in particular. Here the RISK is over 15 and is therefore a cause for concern and we need your suggestions. (We must remember that members of the committee come under this section as well as members of the community)
3. Make a note of any questions or changes you think should be made. This can be done in an email returned to me or on a hard copy which you can pop in my post box.
4. Add anything that has been forgotten. We are sure there will be lots!
5. We need volunteers to be responsible for certain sections or tasks. (I have already taken responsibility for providing sanitisers, cleaning materials, gloves and posters/signs.) Dates for completion are also important and need to be added.
6. **FINALLY RETURN YOUR CONTRIBUTIONS TO ME asap. THE DEADLINE IS 01:08:20.**

We understand this is a tight deadline but we cannot consider planning any future events until this is done. Sarah has produced the draft document following our consultation. Huge thanks go to her!

She is willing to continue developing the RA with your input but if someone else has a burning desire to do it she is happy to let them!