

MINUTES OF THE MEETING OF THE

CORONAVIRUS SUB-COMMITTEE

HELD ON THURSDAY 13TH AUGUST 2020 AT 3.00 PM

This meeting was held using video and web conferencing software as permitted under the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) (Amendment) Regulations 2020.

Present: Cllr Mr M Hall (in the chair)
Cllrs Mr R Flemming, Mrs M Sherwin, Mr P Williams

In attendance: H Thomasson (Principal Officer)
A Harrison (Estates Officer)
J Perry (Deputy Principal Officer & Responsible Financial Officer)

These minutes are subject to approval at the next Parish Council meeting

35. APOLOGIES FOR ABSENCE

Apologies had been received from Cllrs Mr Lynch, Mrs Glenville and Mr Walker. Proposed by Cllr Mrs Sherwin, seconded by Cllr Mr Flemming it was

RESOLVED - that the apologies be accepted.

36. MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest at this time.

37. MINUTES OF MEETING HELD THURSDAY 6TH AUGUST 2020

The minutes of the meeting held Thursday 6th August had been circulated and were considered. Proposed by Cllr Mrs Sherwin, seconded by Cllr Mr Flemming, it was

RESOLVED – that the minutes of the meeting held Thursday 6th August 2020 be approved and signed by the chairman.

38. MATTERS ARISING

There were no matters arising.

39. PUBLIC QUESTIONS & COMMENTS

There were no members of the public present.

40. SMALL BUSINESS GRANT FUND

The Responsible Financial Officer (RFO) informed members that the government's Small Business Grant Fund had now been opened to Parish Councils who are in receipt of Small

Business Rate Relief. As Millennium Hall receives this relief, an invitation to apply for the £10,000 grant had been received from HBBC and the RFO confirmed that an application to for the grant had been submitted.

41. LCC HIGHWAYS PARISH AND COMMUNITY FUND

Members discussed the progress being made on the footpath marked-up maps and it was confirmed that they were almost completed. It was agreed to include The Craft jitty, running between Lutterworth Road and Britannia Road. The Principal Officer confirmed that no feedback had been received from the schools identifying any potential requirement for assistance with their return to school Covid-19 travel plans at this point.

Due to the imminent timescale, members agreed to move forward with the application pending any further requests, Cllr Williams would prepare a draft application for circulation and consideration at the next meeting.

42. COVID SECURE USE OF MILLENNIUM HALL BUILDING

The Principal Officer had circulated information sourced from Gloucestershire Rural Community Council and it was agreed that the large amount of resources they had made available for community building operators would be beneficial to use as a base for members in their own considerations. A sample "Covid-19 Secure Premises Notice" had also been circulated.

Having received an update on the hirers who wish to return to Millennium Hall, members discussed what next steps were now required to ensure the safe reopening for both hirers and staff. First draft documents were to be prepared for the next meeting as follows:

- Cllr Hall – Covid Risk Assessment and Hire Agreement for Millennium Hall
- Cllr Williams – Covid Secure Premises Notice

43. COVID EMERGENCY ACTION PLAN

A general discussion was opened on how the Parish Council would respond if a person within the building became ill with symptoms of coronavirus or if a confirmed case had been in the building. It was acknowledged that a Covid Emergency Action Plan needed to in place, Cllr Sherwin agreed to work on a draft for discussion at the next meeting.

44. NEXT MEETING DATE

Thursday 20th August 2020 at 1.30pm – by video conference call

There being no further business, the meeting closed at 17.29pm.