

MINUTES OF THE MEETING OF THE

CORONAVIRUS SUB-COMMITTEE

HELD ON THURSDAY 30<sup>TH</sup> JULY 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) Regulations 2020.

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

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

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

18. APOLOGIES FOR ABSENCE

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

RESOLVED - that the apologies be accepted.

19. MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest at this time.

20. MINUTES OF MEETING HELD THURSDAY 23<sup>RD</sup> JULY 2020

The minutes of the meeting held Thursday 23rd July had been circulated and were considered. Proposed by Cllr Mrs Sherwin, seconded by Cllr Mr Walker, it was

RESOLVED – that the minutes of the meeting held Thursday 23rd July 2020 be approved and signed by the chairman.

21. MATTERS ARISING

a) Use of Hinckley Road Pavilion

The Principal Officer reported that Burbage Cricket Club had submitted their risk assessment for use of the toilet facilities at the pavilion but would no longer need to make use of them as their matches were to now take place at Stoke Golding. Communication with Hinckley Running Club was still ongoing.

b) Outdoor Gym Areas

The Estates Officer confirmed that both outdoor gyms were now fully open, having undergone a full safety inspection, one off sanitisation and safe use signage installed. One playground site remains closed at Colts Close, awaiting completion of new installation works and will be opened at the end of next week.

c) Staff Working Arrangements

The Principal Officer reported the current office staff working arrangements, confirming that most were working towards returning to some office-based attendance. It was acknowledged that to attain full office-based working for all staff members may not be possible for some time and a mixture of office and home working or changes to work patterns may need to be considered. The Estates Officer confirmed that the caretakers were continuing to support the grounds maintenance team whilst their normal duties are curtailed.

22. PUBLIC QUESTIONS & COMMENTS

There were no members of the public present.

23. LCC HIGHWAYS PARISH AND COMMUNITY FUND

Cllr Mr Hall had circulated a list of potential areas that could be considered for the funding application.

Communication had been received from Hastings High School to request funding consideration for improvements to the Far Lash footpath and for installation of one-way paths on St Catherine's Close, all to improve social distancing on the journeys to and from school. Members were happy to support the initiatives and had requested more detailed information with mapped locations and measurements as required to support an application.

The Principal Officer confirmed that the funding could be applied for in stages up to the closing date.

Members discussed the many narrow pathways and jitties throughout the village and Cllr Williams agreed to map those identified as busy school routes, with other members agreeing to photograph and measure where either hedging and foliage could be cut back or where guidance signage could be installed. These would be linked with the map for ease of identification and to support any funding application.

24. COVID SECURE USE OF MILLENNIUM HALL BUILDING

The Principal Officer and Estates Officer confirmed that they had met with the playgroup leader to work through her risk assessment and new operating procedures, confirming the hours that they wished to operate from and to, with the necessity for staggered starts and pickups. The caretaking staff would be undertaking a trial floor and touch point clean of the main hall next week to ascertain a realistic time required to prepare the hall for subsequent hire. This was estimated to be around 2 hours and so, as a time saving tool for this procedure, the merits of using a fogger or vapour machine were discussed, it was agreed to research the products further.

Having studied the government guidelines for the safe opening of multi-use community buildings, members felt that, with careful and considered planning, it would be feasible for other user groups to be able to return to Millennium Hall either in the main hall or the meeting rooms and eventually the second hall, once remedial works had been completed. Apart from the confirmed start date of 26<sup>th</sup> August for the playgroup, the opening date for other groups was to

be kept under review. Following guidelines and practical restrictions it was agreed that, at this time, no bookings would be considered for casual lettings. This decision would be kept under review.

The Principal Officer reported that a few of the regular hirers had expressed a wish to resume at Millennium Hall and therefore members felt that it was now appropriate to contact all of the regular hirers to inform them that we are inviting discussions to ascertain how they could potentially return once it has been deemed safe to do so or indeed if they do not wish to return at present. Feedback from the hirers will aid planning with regard to demand, type of activity and user group vulnerabilities.

25. NEXT MEETING DATE

Thursday 6<sup>th</sup> August 2020 at 3.00pm – by video conference call

There being no further business, the meeting closed at 4.24pm.