

Minutes

The Charing Parish Council Hall Committee
11th October 2020

Dawne Austen
Parish Clerk

1.	In attendance. The Clerk Cllr Gudge chair Cllrs Bain-Smith & Hawkins
2.	Minutes of previous meeting: These were agreed and signed.
3.	Matters arising:
3.1	Review of risk assessment: The committee looked at the following areas of the hall the top room, kitchen, toilets, both entrances and the main hall. Then looked at the outside space. It was agreed that everything was in order an amendment will be put in the amended risk assessment to cover Covid 19 with the exception of the shed. The shed to the back of the building has been letting water in more than the previous year. Due to the hall being shut for most of the year the risk elements have not required changing apart from the addition of the Covid 19 amendment.
3.2	Budget review for 2021/22: Councillors along with the clerk reviewed the budget from last years, Due to Covid 19 most of the planned work for the financial year was unable to take place. This was carried forward into this year's budget along with the possible refurbishment of the toilets. The budget set for the hall for year 2021/22
3.3	New Shed: The clerk will look at a replacement shed of the same size so it fits onto the existing foot print.