



## **5. Risk assessment for re-opening the Town Hall**

An initial risk assessment, for Covid-safe re-opening had been undertaken and circulated. The willingness or otherwise of local people to attend any events or activities could well determine when the building would re-open. It was noted that one large local group (Field Society) had canvassed the views of its members and it would not be resuming activities until January 2021. The role of the Caretakers, following any re-opening, was also discussed and it was agreed that there would be a considerable emphasis on cleaning, especially in the early months. It was felt that this should be discussed as soon as possible with the postholders.

Potential hirers of the building's facilities should be forwarded a copy of the GDI's risk assessment and, in return, the hirer should provide his/her own risk assessment for the proposed activity.

After discussing the financial implications of re-opening, related to the ongoing furlough of the Caretakers, it was agreed that the building should not re-open until November 2020, although each meeting of Trustees would review this position. As such, the Caretakers would continue on furlough and applications for Government support under the Job Retention Scheme would be made for September and October.

*Action - Mr Wood to arrange meetings with the Caretakers. Mrs Barton to ensure that all potential hirers be forwarded a copy of the GDI's risk assessment and be requested to provide their own by return.*

## **6. Membership**

Trustees were informed that GDI currently had 42 members, with applications received from a further 14 people. A number of recent enquiries had cited the ongoing stage project as the reason for their interest in membership and Trustees felt there may be mileage in producing some further publicity which may encourage new members to come forward. The main membership campaign would follow, as and when the building was open and an events/activities calendar had been put in place. Social media should be used to maintain the community's interest but an inexpensive publicity campaign would be prepared to complement it.

*Action - Mr Wood to ensure GDI maintained a presence on social media and to produce a 'What's going on at the Town Hall' information sheet, which should include an invitation to membership. Mr Parry to co-ordinate the distribution of this publicity.*

## **7. Prize Draw**

The winner of August's prize draw of £50 was Burke Smith (number 47).

## **8. Finance**

The Treasurer had circulated the latest accounts. A significant, outstanding payment had been received and all bills received, relating to the stage project, had been paid. An administrative amendment to the Community bank account needed to be made. An enquiry had been made to HMRC to establish the arrangements which needed to be made to ensure Gift Aid could be claimed on the past four years of subscriptions and donations.

*Action - Mr Wood to prepare a letter to Barclays Bank to ensure the Community account is updated as required.*

## **9. Any other Business**

### **Bar re-development**

A scheme, to develop the bar area and create a sluice room and beer storage facility, would be worked up and presented to Trustees. This scheme, together with the proposed re-development of the Dales Playschool space (into a new Caretaker's flat) would benefit from a pre-planning conversation with the relevant officer at Yorkshire Dales National Park.

*Action - Mr Doyle to draw up the bar scheme for consideration by Trustees and to arrange to discuss this and the new Caretaker's flat scheme with YDNP's planning team.*

### **Curtaining for the Main Hall**

A quotation had been received from Spot-On for new curtain rails for the Main Hall as the existing 'domestic curtain rail' was not now fit for purpose. This amounted to c£1,800 including VAT. The rails could be installed by 'Team M'. Discussion ensued about the existing curtaining (windows, fire exits and doors) and the acoustic cloth at the rear of the hall. Trustees felt that if some financial contribution could be obtained, for example through a local appeal to 'buy a curtain', it would be preferable to purchase new curtains which would make the hall look much better after re-painting.

*Action - Mr Doyle to talk to Spot-On about a 'supply only' quotation. Mrs Barton to obtain a further quote for the supply of appropriate curtains. Mr Wood to establish whether the Caretaker would be interested to lead the re-painting of the hall. Mrs Barton to seek a further quotation for re-painting depending upon the outcome of the discussion with the Caretaker.*

### **10. Date and time of next meeting**

The next meeting of Trustees will be held at 10am on Monday 7th September 2020 in the Games Room.

DPW

13<sup>th</sup> August 2020.