

**Minutes of Pelham Hall Management Committee Meeting via Zoom following AGM**  
**19.41 hours Monday 14th June 2021**

1. Present: Nikki Scarr (Chair), Adam Burtt-Jones (Chair), Lance Rowell, Anne May, David May, Andy Henstridge, Jan Harrhy, Geraint Thomas, Sarah Haeffner and Sally Henley (minutes)

Apologies for absence: Karen Rollings, Tom Rigby, Louise Mothershaw, Cameron Lee

2. Secretary for meeting – Sally Henley

3. Minutes of previous meeting on 15<sup>th</sup> March 2021 were shown and agreed (proposed by ? and seconded by ?) and agreement to publish on the website given.

Actions from the previous meeting:

3.1 AH reported that the Cricket Club had been contacted but no discussion has taken place with regard to the loan. Room payment will be taken off the balance of the loan.

3.2 KR to check A1 Dance risk assessment, unknown outcome.

3.3 ABJ Hall opening to be discussed later in the meeting, but little change since recent Welsh Government update.

3.4 TR to review contactless payment methods, committee has agreed to opt for SumUp and have 2 terminals. AH posed a question about dealing with cash, GT felt we could not rule out the use of cash entirely so it was decided that we continue to accept both but actively promote the contactless method.

3.5 JH proposed hall deep clean before reopening, a request for volunteers to do this will be in the next village newsletter.

3.6 JH to get hall exterior painting estimates. 3 quotes secured; £4438, £1400 and £1315. It was agreed to accept the quote from Mike Carrigher for £1315. JH to respond to him and find out possible time scale for the work.

3.7 SH reported from Events Committee that in principal a BBQ would be a good starting point, it would require more effort to ensure compliance with Covid protocol and therefore best to wait until more than 30 people are allowed at such an event. The committee agreed to review at next meeting.

3.8 No progress on the electric charging point, JH to check.

4. No conflict of interests declared.

5. AGM completed.

Treasurer's Report (AH) from April 2021 to present

Total income	£2,307.91
Total expenditure	£2,737.39
Bank	£18,985.37
Floats	£624.10
Stock	£1,247 (decreased by £150 paid into bank)

Major figures in £200 from local elections and expenditure £216 for website annual subscription, £435 for 5 year electrical inspection and £217.07 for Artius annual fire systems inspection

Loans – Cricket Club balance outstanding £4,151 and Tennis Club £4,059, £823 repaid

6. Hall opening (AB-J)

Wales is still in Alert Level 2, so little has changed. Still the need for social distancing, mask wearing etc. Possible to safely increase the number of individuals occupying the bar area and hall to 15 in each, as previous estimates were erring on the cautious side.

The committee decided to wait for the next Welsh Government update before taking any further steps. ABJ to update the village website.

#### 7. Premises Manager

JH has subdivided the role into 3 categories to allow the committee or other volunteers to share the load. NS to circulate to all committee members to see who might offer their skills and DM to place an advert in the next newsletter to ask for volunteers from the wider community.

#### 8. Resilience update

AH reported that this was progressing and that the new Secretary will be come involved moving forward.

#### 9. AOB

AM has ordered extra key cards, the Tennis Cluyb have purchased some but there are spares available. The auditoirs had suggested a review of security but the committee agreed that the door lock system was adequate at present.

DONM

Early July, TBC

Meeting closed at 20:24 hours.