

BRITWELL PARISH COUNCIL

MINUTES OF THE MEETING OF BRITWELL PARISH COUNCIL HELD ON WEDNESDAY 1st JULY 2020 AT 7.05 P.M., REMOTELY VIA ZOOM

Present Cllr P K Mann (in the chair)
Cllrs. R Anderson, P Brooker, Mrs S Brooker, P Murphy and S Wright

In Attendance : Mr. J. Holder (Locum Clerk) ;

20/111/PC Declaration of Interest

111.1 Cllrs. P Brooker and Mann made a general declaration that each was a member of Slough BC.

111.2 Cllrs Brooker and Mrs Brooker made a declaration in respect of the item on Slough Food Bank, for which they were volunteers (agenda item 13.1).

20/112/PC Apologies

112.1 Apologies for the meeting were received from Cllr J Finn, who had tried unsuccessfully to join the meeting.

20/113/PC Coronavirus

Use of Premises/Risk Assessment

113.1– Mr Holder said that the previous Friday, he had seen two people from Glad Tidings with Cllr Murphy in the morning and in the afternoon, he had seen three people from Food Bank.

113.2 *Glad Tidings* - Mr Holder noted that Pastor Darlington appreciated the potential risk to his congregation and the need for a risk assessment. Going forward, this could involve greater monitoring on children who had previously moved more freely in the corridor; restricted use of kitchen, need to maintain social distance in hall between individual households and for church to wipe down surfaces after use. Currently there is a Government restriction on singing which Pastor Darlington regarded as a serious impediment to a service; it is therefore unlikely that Glad Tidings would wish to restart until singing is permitted.

113.3 *Slough Food Bank* – Sue Sibany-King, together with Sheila and Paula who would be the Saturday co-ordinators had visited. Due to the age profile of their volunteers, it was unlikely that they would wish to start before September/October and it was intended to do a risk assessment closer to that start date. Their usual approach was for users to sit and have a coffee and chat, whilst waiting for their food parcel to be provided; this was likely to be restricted in the current situation. It was also likely that there would be a one- way system with users coming in the front door and departing through the hall fire exit; however this would need to be reviewed for the winter.

113.4 *Government Guidelines* – Mr Holder noted that the Government had today released guidelines for use of community halls, which he had circulated to members. He had had a brief look at these . Indoor sports activities were still not permitted and so it would be too early for Pilates classes to resume and likewise Britwell Come Dancing. There was also a major ongoing restriction on social gatherings, such as for weddings, with the need to maintain social distance (2 meters or 1 metre with protections) , with no more than two households able to interact. For that reason, the Government Guidelines stated “*Community facilities should therefore not facilitate large gatherings or celebrations.*” Meetings also should not take place.

113.5 Members discussed the Guidelines. Position summarised by Cllr Anderson who said that anything inside was dangerous and that until the position was clearer, the Council should err on the side of caution. In particular, it was noted that Casual users were mainly for family celebrations which would not be easy to monitor and was a particular concern referred to by the Government. Cllr Murphy noted that Arts & Craft consisted of about 8 people and social distancing would be easier for them to follow. Following discussion it was **agreed**:-

- a) the Locum Clerk should review the Government Guidelines and draw up Council rules: **Action: Locum Clerk**
- b) The Council to do its own risk assessment; **Action: Locum Clerk**
- c) no use by Casual hirers for the foreseeable future;
- d) any use by any regular users to be subject to Council approval.

113.6 *Traylens FunFair* – Following the Government's decision to allow funfairs to re-open from 4 July, Traylens had requested that they use the fields on the weekends of 10th and 17th July. Mr Holder noted that although community halls had also been allowed to open from that date and for which the Government had issued guidelines earlier today, no guidelines had yet been issued for funfairs. If this event were permitted, there would need to be a risk assessment by both Traylens and the Council, with particular concern as to how to maintain social distancing. Members discussed the potential risks involved and **agreed** it was too soon to permit this. Cllr Wright to advise Traylens. **Action: Cllr Wright**

20/114/PC Community Centre and Sports Ground

114.1 *Glad Tidings* - At their meeting with Pastor Darlington and Aram Kujinga, Cllr Murphy and Mr Holder had discussed various financial and use issues. It had been noted that since the start of the year, the Church had only been using alternate Thursdays and would continue on that basis when they returned. It was confirmed that the outstanding payments would be paid but proposed that going forward, they would make regular monthly payments against expected booking use, with a review every three months. There had also been discussion about the need to move their equipment from the stage which posed a health/fire risk and for storage to be in the side-room looking to the left of the stage, for which they offered £30 per month. Following discussion it was **agreed**:-

- a) to move to regular monthly payments against expected booking use, with a review every three months; **Action: Cllr Murphy/Locum Clerk**
- b) confirm £30 per month storage to be in the side-room to the left of the stage;

Slough Foodbank

114.2 Mr Holder noted that storage had been discussed when Sue and her colleagues from Food Bank attended. One option was they could use the store room although it would be necessary to clear space. Cllr Murphy noted that the room to the right of the hall stage also contained Glad Tidings items; if these were transferred also to the room to the left of the stage which Glad Tidings were hiring, that would release space; she also noted a Day Centre filing cabinet which might also be removed. Mr Holder also noted that for security reasons, whether Food Bank used the storage room or the small room by stage, there would need to be locks in place. It was **agreed**:-

- a) arrangements be made with Glad Tidings to transfer their material;
- b) approval for hire of skip to remove junk from hall side room and storage room;
- c) approval for locks as may be required.

20/115/PC Chicken Ranch Bar

115.1 Cllr Mann said that the handover had gone well and that keys had been returned. It was noted that keypad codes were required and the Locum Clerk should enquire.

Action: Locum Clerk

115.2 Purchase and maintenance documents had been requested for the chiller but Ms Knight advised these could not be found. Cllr Wright would check with Greene King on feasibility of this chiller and consideration of making an offer for it be considered at the next meeting.

Action: Cllr Wright / Locum Clerk

115.3 It would also be prudent to change the alarm numbers.

Action: Cllr Wright / Locum Clerk

20/116/PC Any Other Business

116.1. *Waste Collection* The Locum Clerk had previously circulated quotes from Simply Waste Solutions and from Slough BC Trade Waste , to provide both the 770 L size (as covered by Amey) and the larger 1100L size. to replace Amey. Following discussion, it was **agreed** that Slough BC be selected, with a 1st September start date to provide a 770L container with a lockable lid, on basis that could change to larger size if later required. **Action: Locum Clerk**

116.2 *RCD Sockets/Water Heater (see Minute 20/42.2)*– Cllr Murphy said that the replacement costs for the 5 RCD sockets on the stage and the water heater in the side room by stage was £75 higher than the cost previously quoted due to additional worker. The actual cost of £525.41 to Paul Butler was *approved* for payment.

116.3 *Britwell FC* – Cllr Wright had advised the team it would need to pay the fee of £850 in full for the start of the season; he had now received £300.

20/117/PC Next Meeting

117.1 The next Full Council Meeting to be at 7.00 pm on Wednesday 15th July 2020 remotely via Zoom.

The meeting closed at 8.05 pm.

Signed as a true record of the meeting

.....Chair

Dated.....