

MARKET LAVINGTON PARISH COUNCIL

Clerk: Mrs Carol Hackett, 23 Orchard Close, West Ashton. Wiltshire. BA14 6AU.

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Minutes of the **Old School Committee meeting** of the Parish Council **Held on Tuesday 14th July 2020** **At 7.20pm by Zoom Teleconferencing facility**

Committee members in attendance: Cllr Myhill (Chairman), Cllr Gordon, Cllr Earley (joined at 7.22pm), Cllr White, Cllr Davis, and Mike Bridgeman (Friend of the Old School).

Others in attendance: Carol Hackett (Parish Clerk)

| | AGENDA ITEM |
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| 20/21-32 | Apologies for Absence Cllr Padfield sent apologies as he was unable to access the meeting due to technical issues, which were accepted. |
| 20/21-33 | Declarations of Interest and Dispensations to Participate There were none. |
| 20/21-34 | Minutes of Committee meeting The minutes of the Old School Committee meeting held on 25th February 2020, having been previously circulated to members, were approved as a correct record (proposed Cllr Davis, seconded Cllr Gordon). Minutes to be signed as soon as practically possible. |
| 20/21-35 | Adjournment for Public Participation (maximum of 5 minutes) The meeting was adjourned and resumed at 7.21pm. |
| 20/21-36 | Update on actions agreed at last and previous meetings <ol style="list-style-type: none">a) External signage – Cllr Davis reported that due to COVID-19 restrictions he had been unable to collect the new sign.b) Idea of joint maintenance approach with Museum and Church – Cllr Gordon reported that some initial interest had been expressed, however due to COVID-19 restrictions further discussion had not yet been possible.c) Marketing, publicity and generating new business –<ol style="list-style-type: none">i. Local contact response – Cllr Earley reported that her local contact had indicated a willingness to help, however this had been delayed due to COVID-19.ii. Progress with advertising – The Clerk reported that advertising of the Marketing Role in the village Magazine had been delayed, until such times that the re-opening of the Old School was imminent.iii. Document detailing local entertainers and caterers etc. – Cllr White noted that she would be starting work on this shortly.iv. Business Cards / Marketing Brochure – Cllr Davis reported that the template required was on a server not currently accessible due to COVID-19 restrictions, however he hoped to be able to access it soon.v. New eye-catching marketing design – Cllr Earley noted COVID-19 restrictions had prevented further work on this.vi. Alcohol Licence – The Clerk reported that this matter had not been pursued during COVID-19 restrictions, however the matter would now be followed up.d) New handrail at front right-hand side of main building (Listed Building Consent dated 18/6/19) – The Clerk reported that the obtaining of quotes had been delayed due to COVID-19, however the matter would now be followed up.e) Water marks on wall in main room above dividing door – Mike Bridgeman reported that on initial inspection there appeared to be three vertical joints on the roof which are not completely flush with the brickwork, and may cause further problems if rain blows in from a south westerly direction. Further investigations to be arranged.f) Roof tiles piled up at top of steps on right-hand side of building – Cllr Gordon |

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| | <p>reported that these were nothing to do with the roof, so had been removed.</p> <p>g) Retaining wall between Churchyard and the Old School – It was noted that the repairs were scheduled to be carried out in August.</p> |
| 20/21-37 | <p>Hiring Charges Following a brief discussion, it was proposed by Cllr Gordon, seconded by Cllr Davis, and resolved, to delegate to the Clerk the responsibility of negotiating with hirers on a case-by-case basis, to agree a suitable daily hiring rate depending on the activity etc. Similarly, it was recognised that when some Regular User Groups return to using the Old School, there may be a reduction in the number of people able to attend their group, due to COVID-19 restrictions, which could result in a reduction in income from the activity. It was therefore agreed that the Clerk could also offer some flexibility with the current hiring rates, if approached by a User Group.</p> |
| 20/21-38 | <p>COVID-19 financial impact The Chairman referred to the spreadsheet circulated to members with the agenda papers, which detailed the financial impact of COVID-19 on the Old School income and expenditure until the end of August (loss of income approx. £1,200 offset in part by recovery of 80% of cleaner's wages through the Government JRS, and reduction in oil and water usage). Although it was recognised that the Parish Council's finances would be able to absorb this loss of income, it was questioned whether there may be any grant funding available to help off-set the financial effects of COVID-19 – ACTIONS – Clerk and Cllr Gordon to investigate further.</p> |
| 20/21-39 | <p>Re-opening of Old School</p> <p>a) Review feedback received from Regular User Groups – Most of the Regular User Groups had indicated that they did not want to re-start using the Old School again until September at the earliest, or in one case January.</p> <p>b) Review and consider guidance received, and agree plan of action for re-opening – Following a full discussion, it was proposed by Cllr Myhill, seconded by Cllr Davis, and resolved to delay making a decision on when to re-open the Old School for a further month – ACTIONS – Clerk to make arrangements for the situation to be reviewed again in August.</p> |
| 20/21-40 | <p>Old School General Matters</p> <p>a) New Maintenance matters that need to be dealt with – What appears to be a damp patch on the wall, in the main room where wooden cupboard used to be – ACTIONS – Cllr Gordon and Mike Bridgeman to investigate – SUBSEQUENT TO MEETING – Mike reported that this was caused by salts coming out of the brickwork as it is still drying out following removal of the cupboard. He has washed the salts off and may need to do it again if more salt appears.</p> <p>b) Other Old School business – Cllr White reported that the vandalised outbuilding door was scheduled to be replaced soon.</p> |
| 20/21-41 | <p>Date of next Committee Meeting Date to be arranged as necessary.</p> |
| 20/21-42 | <p>Closure of meeting There being no further business the meeting was closed at 8.04pm.</p> |