

**Airmyn Community Association minutes of the meeting held at
Airmyn Memorial Hall, on Wednesday 14 October 2020 at 8.30pm**

062/2020	Public present: 1 member
063/2020	<p>Opening the meeting: The Chair reminded all attendees that all mobile phones should be on silent for the duration of the meeting.</p> <p>Present: Cllrs Caroline Fox, Christine Hewitt, Sylvia Scott, Sue Hayward and Temporary Administrator Alison Hirst</p> <p>Apologies: Cllr Matt Lynch</p> <p>Cllr Fox expressed thanks to Cllr Lynch (following his resignation on 13/10/2020) for his assistance during his time with ACA and wished him well for the future</p>
064/2020	<p>Previous minutes approval:</p> <p>September minutes approved as a true record.</p>
065/2020	<p>Declarations of interest on agenda items:</p> <p>None received.</p>
066/2020	<p>Issues raised by residents:</p> <p>None</p>
067/2020	<p>Ongoing Issues :</p> <p><u>Grant application:</u> Replacement chairs, windows and front – quotes received. Action: Administrator to draft policies and documentation for Cllr approval</p> <p><u>External Signage:</u> Sign & Display Action: Administrator to chase contractor</p> <p><u>Pumping Service:</u> 1-2 Clear Action: works completed. Administrator to contact Jubbs re electrics tripping</p> <p><u>Hall Plumbing:</u> Action: works completed</p> <p><u>Playground Inspection:</u> Action: contractor on site 28/10/2020</p>
068/2020	<p>New Issues:</p> <p><u>Public Liability:</u> Cllr Scott made reference to recent Zoom meeting with ERVHA in regard to public liability. Village Halls can register as CIO (Charitable Incorporated Organisation) and so asked if this could be investigated. Action: Administrator to investigate and provide findings to Cllrs</p>
069/2020	<p>Administrator report:</p> <p><u>Music Licence:</u> Administrator to investigate expiry and cover</p> <p><u>PAT Testing:</u> Contractor on site 21/10/2020</p>
070/2020	<p>Financial matters.</p> <p>Bank reconciliation – approved as true record Cllr Hewitt, seconded Cllr Fox</p> <p>VAT return – Action: Administrator to transfer relevant proportion from APC to ACA</p>
071/2020	Safety/security issues: None raised
072/2020	<p>Any other business.</p> <p>Winter Maintenance : Administrator made reference to email received from Clearway offering quote for gritting of Airmyn village side streets. Action: Cllrs advised that the village currently has gritting bunkers available for residents to use</p>
073/2020	Next meeting agenda items: None
074/2020	<p>Staff matters:</p> <p>Temporary Administrator Hours – resolved</p> <p>Temporary Administrator Contract – Action: to be updated and approved by Cllrs</p>
075/2020	Next meeting: Wednesday 11th November 2020 at Airmyn Memorial Hall
The Chair thanked everyone for their attendance and closed the meeting at 9.20pm.	

Signed by The Chair, C Fox Date: