

**Airmyn Community Association minutes of the meeting held at
Airmyn Memorial Hall, on Wednesday 11 November 2020 at 9pm**

076/2020	Public present: None Potential new Councillor declared an interest – invited to next meeting
077/2020	Opening the meeting: The Chair reminded all attendees that all mobile phones should be on silent for the duration of the meeting. Present: Cllrs Caroline Fox, Christine Hewitt, Sylvia Scott, Sue Hayward and Temporary Administrator Alison Hirst Apologies: None
078/2020	Previous minutes approval: October minutes approved as a true record. Proposed Cllr Hewitt / 2 nd Cllr Fox
079/2020	Declarations of interest on agenda items: None received

	Issues Raised by Residents	Action	Ownership / Timeframe
080/2020	None		

	Ongoing Issues	Action	Ownership / Timeframe
081/2020	Grant application for replacement chairs, windows & front door	Administrator to forward draft policy documents to Cllrs for approval	Administrator
082/2020	Sign & Display - External Signage	Seek alternative quotes – update at next meeting	Administrator
083/2020	Electrics tripping following pumping service and lighting in the Hall	Contacted electrical contractor for quote for works	Administrator to chase
084/2020	Hall plumbing / boilers	Plumber on site 16/11 to service 2x boilers	Administrator - Closed
085/2020	Public Liability – Cllrs requested information about this	Investigated and Cllrs advised of findings	Closed
086/2020	Winter Maintenance – side street gritting	Cllrs advised salt bins are present in the village	Closed

	New Issues	Action	Ownership / Timeframe
087/2020	Hall Usage during lockdown	Only essential services may use the hall. All other users to be notified	Cllr Hayward confirmed all 'non-essential' hall users have been notified. Closed

	Administrator Report	Action	Ownership / Timeframe
088/2020	Greenworks washroom Services due 11/11	Contractor not to attend until further notice	Administadvised or contractor. Closed
089/2020	Sandit Flooring	Require finishing off by fire exit doors. To await quote to complete works and breakdown of invoice	Administrator to chase quote and breakdown w/c 16/11
090/2020	Music Licence	Agreed to review cost at next renewal date	Closed
091/2020	Jubbs – PAT Testing	Work completed and invoice received	Closed

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	Financial Matters	Action	Ownership / Timeframe
092/2020	Bank reconciliation	For approval	Cllr Hewitt / Scott approved as true record - Closed
093/2020	Cash payment query	Investigated – line dancing	Closed
094/2020	Invoice from LMB for replacement ram seals	Approved to pay	Closed
095/2020	Receipts presented for purchases made by Cllr Hayward for hall	Approved to reimburse Cllr Hayward	Closed
096/2020	VAT Return proportionment transfer	Transfer appropriate proportion to ACA	Completed and closed

	Staff Matters	Action	Ownership / Timeframe
097/2020	Temporary Administrator Contract	Extension to 31/03/2021	Approved by all Cllrs - Closed
098/2020	Caretaker and Cleaner Furlough	Furlough from 3/11/2020	Administrator - Closed

	Safety/ Security Issues	Action	Ownership / Timeframe
099/2020	None		

	Any Other Business	Action	Ownership / Timeframe
100/2020	ERVHN Resolutions Voting Form	Completed at meeting. To be returned by 14/11	Closed

	Next meeting agenda items:
101/2020	Ongoing Matters: Hall Flooring Grant Application External Signage Sensors and electrics

The Chair thanked everyone for their attendance and closed the meeting at 9.30pm.

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Signed by The Chair, C Fox Date:

Next meeting: Wednesday 13th January 2021 at Airmyn Memorial Hall