

ETWALL PARISH COUNCIL

**Minutes of the Frank Wickham Hall Charity Committee held on
Tuesday 22nd September 2020**

Present: **Committee Members**

Cllr D Neal
Cllr N Ireland
Cllr A Muller
Cllr A Whitehouse
Cllr S Mann

682 **Apologies for Absence** – Cllrs Kirke and Payton.

683 **Declaration of Interests** – All members of Etwall Parish Council attending this meeting, being automatically Trustees of the Frank Wickham Hall Charity, declared their interest.

684 **Minutes of the meeting held on 11th November 2019** – Approved at Full Council meeting.

685 **Public Speaking** – no members of the public present.

686 **Report on new fridge and general repair work to hall** – the fridge is now fitted and working well. New hand towel dispensers have been fitted in the children's toilets and kitchen.

687 **Covid-19 update – Hall Compliance and Covid-19 hall hire rules** – Rural Action Derbyshire advice is being followed. The Hall is reported as closed on the website except for Preschool and other educational uses (dance group and karate club). The Hall is being thoroughly cleaned in line with current guidance.

688 **Phase 2 construction update** –

- a) B&K (contractor) are due to commence on 26th October (half term) for 5 weeks. There are currently some material supply issues (plasterboard etc) however B&K will keep us informed of the current situation.
- b) The Hall has no bookings w/c 26th October, this is when works will be scheduled that would normally affect users (isolate water / heating and repairs to worktop etc.).
- c) No Councillors will be allowed on site apart from Cllr's Neal and Payton who will receive appropriate safety instructions from the Contractor when needed. All instructions to B&K will come through Cllr. Neal (in his absence, Cllr. Payton).
- d) A temporary portaloos will be available for preschool staff and other hall hirers which will be in a fenced off compound for hall user's sole use.

689 **Phase 3 proposed works**

- a) Hall Lighting – the lights in the hall will need replacing like for like with LED equivalent. LED units could be fitted now which, in future, could be incorporated with the lowering of the ceiling. Cllr's Neal and Mann will discuss separately and arrange some quotes.

- b) Hall ceiling/insulation – options were discussed for the lowering of the ceiling and ensuring it is well insulated, which will mean reduce heating bills. By incorporating acoustic panels, a lower ceiling will make the sound in the hall better. It was agreed that this would be discussed more after phase 2 works.
- c) Hall heating – the fan heaters will need replacing depending on the Charity’s finances. We had a quote approximately 18-months ago for supply only of around £4,000. Various options could be viable, radiator panels in the ceiling being one. Again, this will be investigated more after phase 2.
- d) Other upgrades (window opening) – the window controls are currently manual turning wheels. You can get small electric motors to replace them removing the requirement to use a step ladder by the main door.
- e) WIFI will need to be installed when the Hall re-opens as it was included in the SDDC Grant application for “computer training courses” etc. Cllr. Neal will investigate.

Phase 3 works are all dependant on finances.

690 **Finance** – Cllr’s Neal and Ireland to look at separate and report back.

691 **Any other business**

There are some coat hooks going spare from the former shower enclosure – they could be used for a junior rack in the children’s toilets.

692 **Date of Next Meeting** – To be decided, provisionally mid-December.

Signed:

Date: