

LYMM PARISH COUNCIL

Clerk to the Council: Kerry Duffin
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Address: The Village Hall, Pepper Street, Lymm WA13 0JB



Minutes of the RESOURCES COMMITTEE held on 6th September 2021 at 7pm held in Lymm Village Hall

Councillors:

- * Cllr Marks (Chairman)
- * Cllr Buckley
- Cllr East
- Cllr Kirkham
- * Cllr Selwood (arrived at 7.40pm)
- * Cllr Sharma

Also in attendance: Cllr Bob Barr
Kerry Duffin (Clerk)

13. Welcome, Introductions and Housekeeping

The meeting opened at 7.10pm

14. Apologies for Absence

Apologies were received from Cllr Kirkham.

15. Code of Conduct – Declaration of Interest

Members were reminded of their responsibility to declare any personal interest or prejudicial interest that they may have had in any item of business on the agenda no later than when the item was reached.

16. Approval of last meeting's minutes

The minutes were approved and signed as a true record.

17. Review of last meeting's actions

Agenda Item	Action	Who responsible	Update
5	Roof hall – contact Steve Hunt to follow up	Clerk	Completed
6	Internal audit – write a report to table at Full Council re: bank signatories	Clerk	Carry forward
7.1	Bank account – open new Coop Account to transfer £85k into for security	Clerk	Carry forward
7.2	Contact NALC re: bank account limits and protection	Clerk	Carry forward

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9	Village hall post COVID reopening. Enquire how other parishes are planning to do this	Clerk	Completed
10	Assets checks – bring list of repairs and costs to Full Council	Clerk	Completed
11	Check that the LEAF event will still be taking place	Clerk	Completed

18. Finance figures for 2020-21 – Q1 figures tabled

Figures were reviewed with no current questions or concerns. Clerk raised that the forecast for several items is likely to change but will be confirmed in the Q2 report.

Village Hall

19. Roof

Nothing to report. Awaiting response from Steve Hunt following his holiday.

20. Post COVID reopening

RECOMMENDATION: Hall COVID measures are reduced and both the hall and Council Chamber to be able to be hired concurrently with original capacities resumed however with some best practice guidance of:

- Council meetings to continue to take place in the hall with social distancing unless there will be 6 or fewer attendants and meetings can therefore take place in the Council Chamber
- Continuing to use signing in sheets
- Continuing to ventilate during meetings by opening doors / windows
- Continuing to use anti-bacterial products to wipe surfaces and switches for Council meetings and regular hirers
- One off hirers to pay for a post hire COVID clean, the cost of which will be added to the hire charge
- The wearing of masks is optional
- The one-way system is removed
- The maintenance of the sanitising stations and the addition of stations in the Council Chamber as necessary
- Lateral flow tests to continue for Councillors and staff before all meetings (up to twice a week testing)
- Hirers and Councillors, staff to inform LPC of positive cases from hall users
- Signage to be updated.

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The COVID breakout space can be removed. The yellow and black floor markings can be removed however the distance spots will remain.

A good practice information sheet will also be sent to all hirers.

ACTION: Clerk to update hirers terms and conditions and hall risk assessments.

ACTION: Cleaners to be sought for one-off bookings.

ACTION: Signage at the hall to be updated.

RECOMMENDATION: Chairmen of Resources and Full Council are delegated responsibility for making future decisions between meetings as necessary subject to COVID rates and Government guidance.

21. Items not covered on the agenda

PAT testing will take place this month.

Regular hirer's request for leniency with an invoice.

RECOMMENDATION: Discount to be applied and updated invoice to be sent on the proviso that all future bookings are paid in advance and if not paid before the first booking of the month, the booking will be cancelled with no exceptions.

22. Next meeting date

3rd November 2021 at 7pm in the Council Chamber.

Meeting closed at 8.20pm