

## Minutes of the UHCA Meeting on Tuesday June 1st, 2021, at 7.30pm by Zoom

Roger began the meeting with the very sad news that Michael Hampshire died peacefully at home with his family this morning. A more detailed tribute will follow. Chris to buy flowers for Mavis on our behalf.

1. **Minutes of the last meeting** on May 4th, 2021. Proposed by Matthew, and seconded by Andrea

### 2. **Matters arising from the Minutes.**

- Traffic mirror still to be put in place. Roger and Nigel to agree a mutually convenient date.
- The proposal to use John's bequest for purchasing round tables for Croft House.

Proposal from Roger:

After our UHCA meeting in May, I have reviewed the availability of circular tables. 4'-6" tables are not available in the type of tables preferred.

See the link below for the preferred option for 4ft and 5ft Round Banqueting & Meeting Tables from mogodirect. I believe that these tables are more robust than others in the market place.

The cost of the tables are, 4ft - £101.94 inc VAT and 5ft - £124.14 inc. VAT

Following a review and a layout of the main hall, it will be possible to fit six of each size tables in Croft House. The total cost of six of each would be £1356.48 plus £60 delivery.

<https://www.mogodirect.co.uk/round-folding-banqueting-meeting-table-dia-1530mm-5ft/>

<https://www.mogodirect.co.uk/round-folding-banqueting-meeting-table-dia-1220mm-4ft/>

The proposal is to manufacture our own storage racking for the storeroom rather than purchase a trolley. The cost of the racking will hopefully be negligible.

There was a show of hands, and all agreed to this proposal.

### 3. **Correspondence**

- An email was sent by Roger to Helen Walker on the 15 May thanking her for providing the Covid PPE materials. (Helen had obtained the PPE from Kirklees Council).
- Chris has been corresponding with Jane and Mirfield Council regarding a replacement bench for the Rose Gardens. Memorial plaques for the Hinchliffe family and the Council will be installed on the bench.

### 4. **Financial Report**

Income	Expenditure
Donation £10	Annual Boiler Service £60
	Garage Renovations £920
	Holderness Window Deposit £300
	200 Club Prizes £85
<b>Total £10.00</b>	<b>Total £1365.00</b>

### 5. **Health & Safety.**

#### • **Fire Risk Assessment**

A fire risk assessment carried out by Flamstop, was planned for Friday June 4<sup>th</sup> but because of the Covid issue at Croft House last week it will be postponed to July. Hopefully, the assessment will give us some clarity on several issues we have been reviewing recently. Following the assessment, we may need to make some minor changes to doors etc. We have areas of doubt about the kitchen area and some of the emergency lighting.

(It is incumbent to use specialist private organisations to provide a fire risk assessment to satisfy legal requirements and insurance companies).

- **Covid at Croft House**

Nicola advised Roger this morning that one of the Pre-School staff has tested positive for Covid. Consequently, Pre-School will delay their return to Croft House from their half term break and open again on Tuesday 8th June.

Roger suggested that we should also stop all activities and close Croft House until Tuesday 8th June. Andrea has informed Sue as she was cleaning Croft House at the weekend. Fortunately, Sue gave Croft House a thorough clean.

Andrea will contact Gail (Art Group), Pam, Chris, and Virginia.

Yoga was not planning to return until Wednesday 9 June.

Roger has also informed all other personnel who have visited Croft House during week ending Friday 28<sup>th</sup> June.

Everyone agreed about closing Croft House until the 8<sup>th</sup> of June.

## 6. Croft House Maintenance

- The Pre-School garage roof and door frame were replaced by Dan Knutton (£920) on the 26 May. The door frame was rotten, and the asbestos roof damaged in two places. Two more hinges will be fitted when additional door timbers are fitted. The new roof is manufactured from metal, and we now have removed all known asbestos from our buildings. The two privately owned garages however on our site include asbestos in the roof or walls.
- Eleven new windows will be fitted to the rear of Croft House by Holderness Windows between the 28 July and the 6 August. Cost £2700. The work will take two days and the actual dates of installation will be advised later.
- Except for the two storage rooms, Croft House will be decorated throughout by Chris Cawthron for a cost of £2840. Please note that Croft House will be totally closed while the work is being carried out on the 9 August to the 27 August. Everyone agreed that we should remove the picture rail around the new section of Croft House, to simplify the wall surface. Roger assured Gail that the painting of Croft House by Alan will be rehung after the painting is complete.

## 7. Plans for Fundraising Events

None are planned at the moment.

## 8. Croft House activities

- Some of the Croft House regular activities started again on the 17 May 2021. Some of the groups however have chosen to delay their return.
- See attached the revised activity sheet for Croft House.  
**Action** This to be used as flyer and welcome to our village plus promote the 200 Club.
- Private bookings are still on hold until we receive further government guidance.
- **Action** Following the purchase of the round tables we will consider table tennis tables.

## 9. Website

- The enquiry form for Croft House bookings has been replaced.
- The opening hours and the latest Ofsted rating has been added to the Pre-School webpage.

## 10. Hopton in Bloom

- Work has started on the steps from the Recreation ground to the Churchyard path.
- 200 begonias have been bought and are being planted around the village.
- The flowerbed at the chip shop is being stripped and replanted.

- Primula, lavender, and wild-flower seeds have been planted near the JSB Memorial Wall.

#### 11. News from the Pre-School

- Pre-School will start to use the additional two hours on Wednesday when they return from their half term break. Nicola has advised that lots of interest has been shown for the additional opening hours.
- Nicola has expressed concern about Pre-School parents having difficulty parking in the Croft House car park when they drop-off and collect their children. It must be emphasized that the car park is for **Croft House and church users only**. Pre-School and others Croft House users pay for the use of the Community Centre, which includes the car park. The local residents using the car park will be advised of the problems they are causing.

For safety reasons there was a request for Preschool to also ensure that the parents use the car park rather than parking immediately outside Croft House.

#### 12. News from Club.

Gail reported that the Club is doing fine. Last week Kirklees visited. All Covid guidelines are being followed.

#### 13. News from St John's Church.

- Sunday services resumed on May 2<sup>nd</sup> at 11.15 a.m. and Thursday morning service on May 6<sup>th</sup> at 10 a.m. and continue all with strict Covid regulations in place.
- There will be 3 weddings this year after July
- The grass will be mowed in the top section in the next two weeks, but the front will be left until the end of June and wildlife areas will be established again.

#### 14. AOB

##### The 200 Club Draw for May 2021

<b>1st prize £50</b>	<b>135</b>
<b>2nd Prize £25</b>	<b>35</b>
<b>3rd Prize £10</b>	<b>168</b>

All Subs have now been paid for the 200 Club for 2021 @ £15 per annum per number but if you wish to purchase a number or more numbers, please get in touch

**Date of next Meeting will be on Tuesday 6th July at 7.30 by Zoom**