

BIRDHAM VILLAGE HALL TRUST - MEETING MINUTES

The special meeting commenced at 19:00 hrs, Monday 22nd June 2020.

1. Present

Alan Drew (AD), Betty Geary (BG), Barry Richardson (BR), Marie Geary (MG), Gordon Churchill (GC), Claire Mills (CM) and Ian Divers (ID).

2. Apologies Received

None.

3. Previous Minutes

This being a special meeting, the previous minutes were not discussed.

4. Discussion Points

This being a special meeting, the known information was presented by Barry (BR). There were two items scheduled for discussion, and they were dealt with in order.

1. **SECAmb:** Barry (BR) gave an overview of the SECAmb request with a view as to whether BVHT would wish to pursue this opportunity. The overview was based on the email content from SECAmb which is as follows:
 - a. As part of the ever changing and challenging process, SECAmb are looking to try to provide better cover and responses to our patients in the area. At this current time, we are wishing to set up a local response post in the area of Birdham or Hunston to allow us to better cover the areas of Selsey, Pagham, Witterings and Bracklesham.
 - b. This response post would be where crews are sent by the Emergency Control Centre in order to wait for the next call. The site could be in the form of a shared use site, an empty unit or a plot of land where we would be able to put a portacabin (we would require water and electricity). The site would be in use at various times during the 24-hour period and the times would be random as the cover is available! We would need to provide a kitchen area, toilet and a sitting area for the crew's comfort. Obviously, we would be happy to pay rent!
 - c. Discussion was put over to the Trustees and this was based around raised questions.
 - i. Extra costs: electricity, insurance, building changes etc., will have to be investigated to ensure that we will not end up subsidising SECAmb.
 - ii. Ambulance parking: how much parking would be taken as dedicated parking for the vehicles while the crews are in the building? - space would be required for two ambulances. It was suggested that a section of the car park by the Sandal Room could be fenced off and a separate entrance with gate made from Crooked Lane. What costs would be incurred to evaluate the type and location of vehicle access – viz separate entrance or not, key/cardlock access, or use current gate with some separation of traffic from each end of the building. This would require further investigation.
 - iii. Access for the ambulances down Crooked Lane towards the Shell garage was mentioned due to the bad parking all around that end. They could use the

Church Lane access but the crews will probably be quite used to poor parking around the peninsula. Perhaps contact WSCC to check about possible road markings and parking restrictions?

- iv. Would SECAmb be able to pay for any physical changes required to allow this to go ahead? This is further down the schedule at present and can be investigated should this all progress further.
 - v. Marie (MG) raised the point that the Sandal Room would not be available for any hire. Alan (AD) and Barry (BR) pointed out that little revenue is currently generated by the Sandal Room and this would be remedied by a contract with SECAmb.
 - vi. Marie (MG) mentioned that when the Social Club restarts it would need to be moved down to the Sandal Room. This was agreed generally that it would not affect any decision to continue to the next phase with SECAmb as it is not certain that the Social club will be reinstated.
 - vii. Noise from the gates continually opening was raised by Marie (MG). It was generally agreed that SECAmb probably would not be using the current gates as they are not really fit for their purpose. This would mean quiet gating would be specified. Marie also mentioned noise from the ambulances when they go on call-out, but it was put forward by Barry (BR) and Gordon (GC) that they would not be driving at speed until they move onto Birdham Straight and would not use 'blues & twos' until they need to get out onto the main road. There would probably be less noise disruption than at present where the ambulances are coming down the main road at high speed and are trying to clear traffic.
 - viii. Gordon had written in with a question about whether BVHT would have to pay extra on our buildings or liability insurance because of SECAmb being in the building 24/7. To be investigated if we move forward.
 - ix. The crews would need access to the toilet facilities. Claire (CM) was happy that crews would be CRB checked already and would not be perceived as a problem with the Tower Youth Group.
 - x. Barry (BR) mentioned the Fire brigade will have to be consulted to see if there will be a problem with one of the fire exits being through the Sandel room.
 - xi. Barry (BR) also raised the question of what rent should we charge. It was agreed that Alan (AD) would approach commercial estate agents to get an idea before discussing this again. It was also stated that this could be a positive for the BVHT and would generate much needed (regular) income.
 - xii. It was also agreed that Barry (BR) would contact the nursing home where SECAmb are currently based to see if there is relevant information that we should know about.
- d. In conclusion, it was unanimously agreed to take this forward to the next stage.

2. Birdham Primary School: Whether to offer space to Birdham Primary School for extra socially distanced space for off-site classrooms.

- a. It seems that Birdham Village school will have to instigate some form of social distancing when the school reopens.
- b. To offer any help we would need to know what days and times that they would require

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- c. We would also have to stress that they would be responsible for any cleaning that would be required to meet current and future legislation of Government recommendations regarding Covid.
- d. Gordon (GC) expressed a concern that if the school were to use our facilities we should know what extra cleaning costs would be generated by their presence. We must as a Trust remain solvent and competitive.
- e. Barry (BR) agree to investigate the costs of cleaning the hall between hirings. It was noted that CDC should have information regarding this.
- f. Overall, it was felt that it was unlikely that the School head will unlikely take up our offer.

5. AOB

- 1. We have to consider the impact on Betty (BG) if and when we reopen. Can we employ someone to come in and clean up after each hiring?
- 2. Barry will contact the following regular users to see when they are planning to return to the hall: Tower Youth Club, Carpet Bowls, Pilates classes, Tea party and the council meetings.
- 3. Date of AGM. This should have been held this July but for the Covid pandemic. It was agreed that we will hold the AGM on Monday 7th September 2020, at 19:00hrs. Ian (ID) will put up the posters and put the information on the website.

6. Date of Next Meeting

The next **Trustee Meeting** will be held at **19:30** on **Monday, 7th September 2020, immediately after the AGM.**

There being no further business, the meeting closed at 20:15 hrs.