**Minutes of meeting of HPFRG Trustees 16/2/21**

*Meeting held via Zoom*

**Present**

Shirley Sainsbury, Louise Chicken, Viv Tallowin, Maggie Prettyman, Harry Purnell, Claire Madden, Eilish Rothney, Nick Baker, Chris Watkins, Julie Wones ,Stuart Chinman, Robin Slatter

**Apologies**

Harvey Gibbons, Gemma Scarborough.

**Minutes of last meeting**

There were no matters arising and the minutes were accepted as a true record.

**Finance**

NNDC has made grants totalling £6,000.

Outgoings have been minimal- fire insurance, payment to Mick Dunston and payment for door magnets.

Current running funds stand at £17,921, which is not far short of the situation last year before the pandemic.

Account switch; the form has been filled in but needs signatures of all Trustees. There was some discussion as to how this can be achieved. SC will circulate the necessary form to all Trustees.. SS to supply SC with addresses and LC to send email to all.

**Covid Recovery**

NB advised that it has not been necessary to amend the risk assessment.

The meeting with the Football Club has been deferred until circumstances allow it to take place.

Gym events continue via Zoom.

MP raised the question of how best to prepare for future events given that time is now short to do this effectively. Given that there will be a Government announcement on the 22nd outlining policy on future developments it was agreed to hold the next meeting a week earlier than planned on 9th March.

MP will email members of the events team saying that there will be discussion of what events may be run next month when the situation is clearer.

**Fundraising**

Orchard of Hope

MP said that the fund now stands at £330 with seven trees donated. There was some discussion around the best way to get them planted given the current restrictions. However, it is possible for individuals to plant trees and some may be persuaded to plant more than one. ER is involved in a planting day at Filby and offered to do the same in Hickling.. There will be further discussion with a view to getting the trees planted as soon as possible.

**Firework Event**

It was agreed to support the Parish Council in running the event on 7th November and NB will send a letter stressing that support is dependent on both adherence to any restrictions in place at the time and the availability of sufficient volunteers.

**Recycling**

ER outlined the way a recycling scheme could be made to work, but in discussion it became clear that the main stumbling block is siting of the collection point. It cannot be inside the Barn as this would disturb hirers and placed outside would be vulnerable to contamination and possibly arson. Following a suggestion by MP it was agreed to trial a scheme whereby visitors are encouraged to bring recyclable waste to Barn events thereby keeping control and minimising outlay.

**Health and Safety**

Mick Dunston was not able to complete his inspection but will do so soon.

SS has attended a Play Area Inspection course and will collate the paperwork and draw up checklists for the inspector

**Maintenance**

Repairs to shelf and doors to be undertaken when the Barn reopens.

NB has a contractor coming to look at the work needed for the window frames.

Metal strip is now installed.

NB’s contractor will complete work to coat the green slide and he and RS will assess other work.

Gate has been renovated, but needs some hedging close by- MP to investigate purchase of suitable plants.

RoSPA check to be completed on reopening.

NB has contractor to deal with rainwater goods.

ER outlined the findings of an inspection which showed three concerns. The two dykes running parallel to the road and between the playing field and the adjoining field require clearing and there appears to be a blockage in the culvert under the road. The latter is probably Highway’s responsibility. VT agreed to ask JT to look at the dyke between the two fields and it was agreed to arrange for work to be done on the other dyke in the autumn.

**Business planning**

To be discussed at the next meeting when the overall situation will perhaps be clearer.

**AOB**

**Date of Next Meeting**

9th March.