

**WEST HARPTREE MEMORIAL HALL**  
**CHARITY NO: 1061222**

**MINUTES OF ZOOM MEETING HELD ON 1<sup>st</sup> JULY 2020**

**Present:**

Chairperson: G Ireland

Vice Chairperson: TBA

Secretary: S Jory

Treasurer: K McCombe

Members: Simon McCombe, Hannah Colton, Sandra Colton, Rick Zurburg, Bill Jory

**Agenda:**

**1. Apologies for Absence:**

Lisa Pascoe, Paul Hutton

**2. Matters Arising:**

• **Bookings:**

All the necessary procedures have been completed to make the Hall Covid Secure for hirers' to use. It was agreed that we would restrict the number of people to use the Hall to 36 for the time being. The Hall will be open for use from the 6<sup>th</sup> July and our first booking is on the 14<sup>th</sup> July.

- In order to prepare the Hall, therefore, members of the Committee are invited to help on Saturday 4<sup>th</sup> July at 2pm.

- There has been a request to store an electronic piano at the Hall for singing lessons. The Committee suggested that the lady should be contacted and invited up to the Hall on 4<sup>th</sup> July to discuss suitability, position, etc.

- It was pointed out that we cannot keep the Bridge Club's tea and coffee in the kitchen area with the new Government's guidelines. Therefore, it was agreed that a member of the club will be contacted and new arrangements will be made.

**Cinema:**

The Committee decided to leave the subject of opening the cinema until August to discuss. It was also decided that we would put out feelers to local firms for quotes for printing leaflets, etc for the cinema, and compare the cost against purchasing a laser printer ourselves for the Hall.

Date of next Memorial Hall Zoom Meeting: Monday 3<sup>rd</sup> August 2020 at 7.30pm

**Notes:**

Agenda items to be submitted to the Secretary 1 week prior to the meeting.