

AGENDA

**Sub-committee meeting of
Wenhaston Village Hall Management Committee
Tuesday 21st July 2020 outside at Coles Hill 10.30am**

1. Welcome and apologies
2. Minutes of the sub-committee meeting of 30th June.
3. Matters arising
4. The amended Acre Information sheet of 4th July.
5. Government updated guidance.
6. What we have done to prepare – go through spreadsheet.
7. Go through Re-opening questionnaire to send to regular hall hirers.
8. Go through Risk Assessment for re-opening the hall.
9. Go through Hirer's Risk Assessment.
10. Covid-19 poster for display.
11. Café/Cinema.
12. Update cleaning/safety provisions.
13. Any other business.
14. Discuss plans for a full Committee meeting.