

KINGSTON COMMUNITY PAVILION

There will be a “virtual” meeting of the Pavilion Committee on Monday 21st September 2020, starting at 7:00 pm, using ZOOM

DRAFT AGENDA

1. Apologies
2. Minutes from previous meetings: 13th July, 13th & 19th August 2020 (already circulated): **All**
3. Repairs to Pavilion following flooding of Pavilion: **TK**
 - Update on insurance situation
 - Timetable for repairs to be carried out
4. Update & discussion on Coronavirus, as it relates to the Pavilion: **All**
 - Update on recent events (see report for KPC, attached)
 - Feedback from football groups: **JS**
 - Update on maintenance checks being carried out: **TK**
 - Closure of Pavilion & potential re-opening date
 - Confirm that nobody with confirmed or suspected Covid-19 has been in Pavilion
 - Partial re-opening, full re-opening or remain closed for time being? (Also taking into account the new “rule of six”).
 - Cleaning measures to be undertaken before re-opening and after re-opening
 - Review the risk assessment, regarding Covid-19, to determine new measures to be instigated before & on re-opening: **All**
 - Review of Hiring Conditions and Covid First Aid Kit: **All**
 - Feedback on other risk assessments: **FH/BB**
 - How to keep users of the Pavilion informed
5. Matters arising (other than Action points): none.
6. Action points:
 - External repairs & maintenance: **TK/PM**
 - Internal maintenance: **TK**
 - Update on heating & hot water system
 - Update on electrics
 - Fire alarm; clarification of items on the last report: **PM**
 - Legionnaires disease: requirements before opening, training & next steps: **All**
5. KPH update: **KH**
6. KPC update: **FH**
7. Any other business
8. Date of next meeting