

# Dolau Recreation Association



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## DRA Minutes – Thursday 8<sup>th</sup> October 2020

Item		Discussion & Actions
1	Present	Zoom - Jess Bufton (Chair), Sarah Price (Secretary), Julie Hardwick, Darrilyn Drew, Kevin Lewis, Mary Lomax, Phil Davies, Rob Shelton,
	Apologies	Dan Price
2	Minutes of the last meeting	The minutes of the previous meetings held on 15 <sup>th</sup> September 2020 were agreed as a true reflection of the meeting.
3	Matters arising	<ul style="list-style-type: none"> <li>There are no matters arising.</li> </ul>
4	Correspondence	<ul style="list-style-type: none"> <li>No correspondence has been received.</li> </ul>
5	Reopening of the hall	<p><b>Reopening of the hall</b> – Since the last meeting the W.I. have confirmed they will not be looking to meet until the new year. Adam has confirmed that school will not be using the hall this year. It was agreed by all that if the Mother and Toddlers have the go ahead to meet that they can have sole use of the hall. If the rule of 6 is in place for the group to meet it was suggested about having two meetings for 6 people in the week with 72 hours in between. By the group having sole use of the hall it was felt that equipment can be left out and limited so easier to be cleaned.</p> <p>The Mother and Toddlers group meet the requirements for regulation 14 as ‘access childcare or participate in supervised activities for children’</p> <p>An updated agreement to be produced to clarify that hall user groups must clean and wipe down the hall before and after use. School have also asked if the school can be sprayed/ wiped down once everyone has arrived and left.</p> <p>A risk assessment will also be required to be completed by the hall user group and the hall. PAVO have suggested for any groups to lay chairs out prior people arriving to ensure that the 2 metre social distancing is followed, they also suggested having a pathway taped out around the outside of the main hall to have a one way system in place. Toilets must only be used by one person so suggested having a vacant/engaged sign on the main door into the toilets so that are turned over when somebody is using.</p>
6	Access to the hall	<p>The recent application to the National Lottery has been successful and the committee have been awarded £10k to improve the access to the hall.</p> <p>Committee members met with Adam at the beginning of the week to confirm the spec for the work.</p> <p>Rob's draft spec for the work which was drawn up prior to the meeting:</p> <p><b>1 Preliminaries:</b> The proposed works are to be executed within the curtilage of Llanfihangel Rhydithon County Primary School. The contractor is required to liaise and co-ordinate all construction works with the Headteacher. The contractor is required to produce a safe working method statement for the construction works and provide the necessary safety</p>

		<p>barriers to protect the pupils, staff and public.</p> <p><b>2 Siteworks :</b> Remove section of hoop top metal railings and set aside for reuse. Excavate out over area of new paving to drop the levels and remove and dispose all waste material to comply with statutory requirements. Remove tree roots. Remove section of existing curved concrete kerb and lay new concrete drop kerb. Remove timber skirt to Mobile Classroom and timber edging to playground and prepare to receive new asphalt paving. Refit and decorate timber skirting on completion Clean off, prepare and face up exposed brickwork subwall to boundary 3 Asphalt paving : Compact subsoil and cover with geo-textile membrane. Lay and compact 200mm layer clean stone sub-base, 60mm base course asphalt and 25mm fine top coat asphalt over new paving area. Construct 1200 x 1200 level platform outside Meeting Room door and lay all sloping areas to maximum 1:20 fall.</p> <p><b>3 New fencing &amp; gates :</b> Provide new 1200 high preserved timber palistrade fence between Mobile and Oil Tank. Provide new 1200 high preserved timber palistrade fence between Mobile and Boiler House, including lockable gateway. Provide 1000 x 1200 high galvanized steel hoop top gate with lockable catch and infill panel fitted to new galvanized steel posts adjacent Oil Tank. Re-fit short section of hoop top metal railings previously set aside</p> <p><b>ACTION; Rob to update and have 2 specs, 1 for metal hoop fencing and another for Timber round top palisade fencing.</b></p> <p>Mary has since met with John Lawrence since and a couple of queries have been raised. John has suggested that metal railing the same as the school are used as they are safer for children and would be in keeping with the school railings and that there may be an issue with a raised curb.</p> <p>Mary has also met Andrew Jones but the work required is not what he does.</p> <p><b>ACTION: Mary is looking to get further quotes from CJNowells and James Poulton, Jess is waiting to hear back from Gareth Morris</b></p>
6	Any other business	<ul style="list-style-type: none"> <li>• <b>Laptop</b> – Mary has a price for a Toshiba laptop from Its Dun for £495 – all agreed for this to be purchased. Mary to check to see if the halls insurance covers the laptop.</li> </ul>
	Confirm date and time of next meeting	The next meeting to be arranged when quotes have been received for work to the hall entrance.

Signed..... Date .....