



Webinar Chat – Reopening Village Halls and Community Spaces Safely.

Wednesday 1st July 2020.

Thank you to everyone for joining this morning and to ACRE, Hallmaster and Allied Westminster for their support.

This is the “chat” from the webinar “Re-opening Village Halls & Community Spaces Safely”. It aims to provide advice and links to the current guidance available as of 1st July 2020. However, Government guidance is subject to change, so please make sure you are referring to the latest advice.

The full guidance that forms the basis of most of the responses below is available via:

The full Government Guidance for reopening multi-use community facilities can be found here <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities> This was released on 30th June 2020 and signposts to other relevant guidance.

The ACRE information sheet “Opening your hall after lockdown” can be found here. <https://www.dorsetcommunityaction.org.uk/wp-content/uploads/2020/06/Information-Sheet-COVID-19-Opening-your-hall-after-lockdown-15.6.20-Final.pdf>. This is due to be updated in light of the most recent government guidance.

Please note: DCA can only provide guidance and make recommendations; it cannot answer specific questions with regard to whether an activity can or cannot take place within your setting. The trustees and management committee are ultimately responsible for the decisions made based on the information, advice and guidance available. Please ensure you accurately record decisions made and keep good documentation e.g. risk assessments.

11:51:39 From admin : When do these start?

The government will allow community centres and other multi-use community facilities to open on 4 July provided it is safe to do so and for permitted activity.

From the Govt Guidance <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

“The government will allow community centres and other multi-use community facilities to open on 4 July.

Managers of community facilities will have discretion over when they consider it safe to open for any activity permitted by legislation and may decide to remain closed if they are not able to safely follow the advice in the relevant guidance, to make the space COVID-19 secure.”

For information on permitted activities see <https://www.gov.uk/government/publications/further-businesses-and-premises-to-close/further-businesses-and-premises-to-close-guidance>

11:53:13 From Morden Village Hall : 30 for wedding services only or party afterwards?

“Any receptions that typically follow or accompany marriages or civil partnerships are strongly advised not to take place at this time. Small celebrations should only take place if following social distancing guidelines – i.e. in groups of up to two households indoors, or up to 6 people from different households outdoors.

The government is working with the wedding and civil partnership celebration industry on how receptions that typically follow or accompany marriages and civil partnerships could take place safely in the future.”

See Guidance on weddings, <https://www.gov.uk/government/publications/covid-19-guidance-for-small-marriages-and-civil-partnerships/covid-19-guidance-for-small-marriages-and-civil-partnerships>

11:55:52 From Vanessa Ricketts : Playparks have their own separate guidance

“Outdoor sports courts are allowed to be open if those responsible for them can open them safely.

This includes basketball and tennis courts, playing spaces like golf courses (public and private) and playing fields and water sports. Outdoor gyms and playgrounds can open from 4 July. However outdoor and indoor swimming pools will remain closed.

Each venue, including council-owned sports facilities, should make their own decisions about when their facilities are ready.”

See guidance <https://www.gov.uk/government/publications/coronavirus-covid-19-guidance-on-phased-return-of-sport-and-recreation/guidance-for-providers-of-outdoor-facilities-on-the-phased-return-of-sport-and-recreation#principles-to-help-organisations-prepare-for-a-phased-return-to-play>

11:55:54 From Simon Cutler : would a social group of older table tennis players be able to meet, nothing very strenuous is carried out !

From the guidance, if it is indoors it then no, but it’s ok if outdoors and limited numbers and socially distanced and using their own equipment.

From Guidance - “Indoor community facilities should also not permit sports activities that would typically take place in a gym, sports venue, or a fitness or dancing studio – these venues have not yet been permitted to open”

See section 3 of guidance <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

11:59:10 From Beverley Osborne : Buckhorn Weston Village Hall - can I check, are social dance classes OK (Latin, Ballroom etc). They wouldn't normally take place in a dance studio

No, see guidance above

11:59:12 From Janet Miller : Can we hire a hall/community centre to hold a cooking session with 6 - 10 people please?

It will be up to the hall trustees /management committee to decide if this is an activity that is safe / permitted and that they wish to allow it, providing it can be carried out safely and that their hall is and remains Covid secure.

11:59:44 From Sara : I thought social distancing was now possible to be 1m plus mitigation and not 2m?

The advice is for social distancing to be at 2m, but where this is not possible 1m plus risk mitigation measures are possible.

“Measures should be in place to ensure all users of community facilities follow the guidelines on social distancing, including strict adherence to social distancing of 2 metres or 1 metre with risk mitigation (where 2 metres is not viable) are acceptable. You should consider and set out the mitigations you will introduce in your risk assessment.”

See section 2a of guidance <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities#core-principles-for-safely-reopening-community-facilities>

12:00:20 From Rowlie McBeath : Are table tennis, billiards or snooker permissible, limited (or not) to two players?

See above

12:02:21 From jacqualynesewell : Could a 4 piece band use hall to practice music ? no singing

The Guidance says “Community facilities should not permit live performances, including drama, comedy and music, to take place in front of a live audience. This is important to mitigate the risks of droplets and aerosol transmission – from either the performer(s) or their audience. There will be further guidance setting out how performing arts activity can be managed safely in other settings, for instance rehearsing or broadcast without an audience.”

See section 3 “permitted activities” of guidance <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

12:03:30 From Paul : For a business hire meeting is the restriction of up to 6 people from two families if a meeting is inside?

See section 3d <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

“recommend that where meetings can take place digitally without the need for face-to-face contact, they should continue to do so. Where community facilities need to be used for physical meetings, these meetings should be managed within the social distancing guidance and principles set out. The principles set out in the ‘Safer workplaces’ guidance apply” <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19>

12:05:49 From Joan : Our Youth Club for Young People with Special Needs hires space in a community building. Regarding making the space Covid safe, what is the building owner responsible for and what are we as the hirer, responsible for?

The building owners are responsible for ensuring the building is Covid Secure – so cleaning, risk assessment, signage, communication with hirers and deciding which activities are permitted within the hall setting. etc. They will also be responsible for the safety of their volunteers and employees if they have any e.g. cleaning staff. They will also be responsible for keeping a record of who uses the hall for “Track and Trace” see section 2 g of the guidance

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

“The opening up of the economy following the COVID-19 outbreak is being supported by NHS Test and Trace. You should assist this service by keeping a temporary record of your customers and visitors for 21 days, in a way that is manageable for your business, and assist NHS Test and Trace with requests for that data if needed. This could help contain clusters or outbreaks.”

The hirer is responsible for their specific activity and the safety of their beneficiaries, volunteers and staff e.g. risk assessment, social distancing, cleaning and fulfilling the details of the hire agreement. And keeping a record of who has attended for track and trace purposes.

12:06:09 From Rosemary : how do you have a parish council meeting if only two households can meet?

See above re: meetings section 3d of guidance. And guidance from NALC <https://www.nalc.gov.uk/coronavirus>

12:07:57 From Nikki Gray : The advice given from a webinar I attended last week made it clear that buildings outside of a school could not be used for teaching as they do not comply with Ofsted and the school will be acting illegally. We were advised NOT to hire for school teaching.

12:10:58 From Nikki Gray : I would still ensure it is in compliance with Ofsted.

Sorry I cannot find any guidance on this. Nikki if you are able to share details of who provided the webinar we can add it to our resource list.

12:13:40 From Ian Condon, Piddletrenthide : If the Parish Council can hold a meeting would we be in order to hold a Trustees meeting, social distanced etc of course.

See above re-meetings section 3d of guidance <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

12:14:12 From Patricia Freemantle : Please confirm that the Parish Council can meet in the village hall provided social distancing is maintained. Clearly people from multi households will be attending

See above re: meetings section 3d of guidance. And guidance from NALC <https://www.nalc.gov.uk/coronavirus>

12:14:56 From Chris Spackman : Can't we open them and make clear that it is the responsibilities of the parents to make sure their children clean their hands before and after use? Impossible to keep clean for them. Must be at their risk

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities> Section 3a: Early years and youth provision

12:16:08 From John Naylor : Where a Covid response community group have been using building exclusively through the crisis, and are "pausing" shortly, are any particular precautions required prior to re-opening?

Recommend a robust cleaning regime, ventilate the building and follow guidance to mitigate legionella. Undertake a risk assessment for use of the hall, put up signage, ensure availability of hand sanitizer, consider your cleaning regime etc. The ACRE information sheet has practical support and advice for reopening as well as risk assessment templates see <https://www.dorsetcommunityaction.org.uk/wp-content/uploads/2020/06/Information-Sheet-COVID-19-Opening-your-hall-after-lockdown-15.6.20-Final.pdf>. Please note, it is due to be updated following the Government Guidance released on 30th June.

12:17:34 From Janet Miller : Perhaps children could play in the playground with children from their school bubble?

Recommend following social distancing guidance.

“From 4 July, social interactions should be limited to two households (a support bubble counts as one household) in any location; or, if outdoors, potentially up to six people from different households. It will be against the law for gatherings of more than 30 people to take place. Premises or locations which are COVID-19 Secure will be able to hold more than 30 people, subject to their own capacity limits, although any individual groups should not interact with anyone outside of the group they are attending the venue with - so in a group no larger than two households or six people if outdoors.”

12:19:50 From Vanessa Ricketts : Public Bodies Admissions to Meetings Act 1960 and S100 Local Govt Act 1972 state Town and Parish meeting and committees must be open to the public - how do you mitigate against 50 members of the public potentially tuning up?

Recommend guidance from NALC on meetings see “Local Council activity and operations”
<https://www.nalc.gov.uk/coronavirus>

There is some advice in the recent Government Guidance on “Social Distancing and Capacity” See section 2a <https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

This also signposts to BEIS guidance on “Managing customers and visitors” see <https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/offices-and-contact-centres>

12:20:15 From Stephen Yeoman : Surely hirers should record attendees for track and trace, not the Hall committee?

The current guidance would suggest it is the Halls responsibility to ensure this is undertaken, however it could be a stipulation of a revised hire agreement.

12:20:51 From Chris Spackman : Can't we just provide information that any user has to assume they must take precautions that assume no prior cleaning has been done? Also 72 hrs and the virus will have expired, so could just have gaps in bookings

See ACRE information sheet section 2.4 Cleaning and Hygiene
<https://www.dorsetcommunityaction.org.uk/wp-content/uploads/2020/06/Information-Sheet-COVID-19-Opening-your-hall-after-lockdown-15.6.20-Final.pdf>

12:21:49 From Dave and Sara Farmer : Should I be asking NHS Blood Donors for their Track and Trace Contact Information?

It is likely that NHS Blood Donors details are being kept by the NHS, however as a hall you need to be informed if a someone with Covid 19 has been in your hall so you can undertake the proper precautions. See section 2.8 of ACRE information sheet
<https://www.dorsetcommunityaction.org.uk/wp-content/uploads/2020/06/Information-Sheet-COVID-19-Opening-your-hall-after-lockdown-15.6.20-Final.pdf>

12:21:57 From Mary : ACRE guidelines last week say that hirers must clean before, during and after hiring!

See link to guidelines above

12:22:43 From Chris Spackman : Absolutely. Centre owners can't do this. Volunteers doing this and not feasible plus exposes volunteers

12:23:09 From Beverley Osborne : Ref the recording - the guidance also says “We will work with industry and relevant bodies to design this system in line with data protection legislation, and

set out details shortly.” It also talks about the temporary records being manageable for your business - like Stephen, we will keep the record of who hires, and expect them to keep the record as to who attends their session

12:25:26 From Chris Spackman: Bozena, this will make it impossible to open. No charitable organisation with volunteers can cope with this. Surely this can be at the hirer’s risk and responsibility

12:26:04 From Cllr Martin Smethers, Alderholt PC : The law is the law

12:28:16 From John Yonwin: Older people and no toilets...not a happy thought!

12:31:20 From Anne Jones Broadmayne Village Hall : Re grants, did DCA mention Dorset Innovation Fund as a possibility later?

Thank you for raising – DCA will ensure when this grant is announced all our members and ebulletin recipients will be notified. A link will be on our website and we will update attendees of our webinars. For details of available funding visit <https://www.dorsetcommunityaction.org.uk/covid-19-updates/> “Funding Available and Funder Response”

12:37:48 From Patricia Freemantle : Rather than have a Zoom VH meeting is it now possible to have a meeting in the hall in order to discuss how we go forward with opening the hall. Keeping our distance and bringing our coffee and avoiding using the loos!

See Guidance above re : meetings. It is recommended to meet virtually.

12:37:58 From Paul : So would a movie night for a youth group be able to happen?

See guidance on social distancing and capacity See section 2a

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

And Section 2.2 of ACRE information sheet <https://www.dorsetcommunityaction.org.uk/wp-content/uploads/2020/06/Information-Sheet-COVID-19-Opening-your-hall-after-lockdown-15.6.20-Final.pdf>

12:39:02 From Patrick Charlton : If we wanted to offer the hall for screening events to small groups, movies or streamed cultural events, what licensing laws should we consider?

See <https://www.independentcinemaoffice.org.uk/advice-support/what-licences-do-i-need/>

12:40:44 From Beverley Osborne : However, premises or locations which are COVID-19 secure will be able to hold more than 30 people, subject to their own capacity limits

See guidance and advice on social distancing and capacity – as above

12:40:46 From Sue Finklaire : sue Finklaire Okeford Fitzpaine. 30 people would not be enough to pay for the screening

12:40:51 From Ian Pentland : would a community café have to seat the 30 people at separate family tables

Recommend reading guidance for “Restaurants, pub, bars, café and takeaways”

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery>

12:40:52 From Vanessa Ricketts : Weddings is 30 people inc staff and registrar

Please refer to guidance on weddings – see <https://www.gov.uk/government/publications/covid-19-guidance-for-small-marriages-and-civil-partnerships/covid-19-guidance-for-small-marriages-and-civil-partnerships#key-principles-for-planning-covid-19-secure-marriages-and-civil-partnerships>

“up to 30 people, but no more, can attend a marriage or civil partnership, where this can be safely accommodated with social distancing in a COVID-19 venue.

This maximum number includes all those at the ceremony, including the couple, witnesses, officiants and guests. It also includes any staff who are not employed by the venue, which may include photographers, security or caterers. It does not include staff employed by the venue.”

12:41:25 From Patrick Charlton : Where do we find licensing rules for online streamed events, eg from Arstreach, or national theatres which are new to us?

See above <https://www.independentcinemaoffice.org.uk/advice-support/what-licences-do-i-need/>

12:42:19 From Helen Baird : could you please just clarify who’s responsibility it is to hold contact details

See above

12:43:40 From Morden Village Hall : Where can we find gov guidance

<https://www.gov.uk/government/publications/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities/covid-19-guidance-for-the-safe-use-of-multi-purpose-community-facilities>

12:44:01 From Elizabeth York : From `Liz York. Old School Sturminster Marshall Can you use upholstered chairs. How can they be cleaned

12:45:13 From Jan Griffiths : May be possible to quarantine small groups of chairs - we're planning to.

12:46:02 From Sara : your exec committee or trustees ultimately have a duty of care to anyone you allow to hire the hall

12:46:20 From Sue Walker (Dorset County) : If someone attends a meeting In the morning are they able to attend another event later in the same day. Very useful session thank you.

I have seen nothing to say that this is not possible as long as you are fit and well, follow social distancing and hygiene guidance. However, it is recommended that meetings are held virtually.

12:48:24 From Patricia Freemantle : We are due to have our kitchen roof replaced in a few weeks time as the roof is leaking badly. Does the responsibility of the having this essential work done lie with the Committee if a health issues arises from this work.

Yes

12:51:02 From Dave and Sara Farmer : can you give us the web address for the grant page please

For details of available funding visit <https://www.dorsetcommunityaction.org.uk/covid-19-updates/> "Funding Available and Funder Response"

12:51:25 From Claire Peters-Way : Can Town Council's apply for any grants for their community spaces/halls?

Check the guidance and eligibility criteria it will vary from grant to grant. For the Retail, Leisure and Hospitality grant halls managed / run by Parish, Town or Dorset Councils are **NOT** eligible.

12:52:03 From Anne Jones Broadmayne Village Hall : what was the community fund Anita mentioned before national lottery?

- Aviva Community Fund
- Truemark Trust
- Marsh Christian Trust
- Wilkinsons – Helping Hands
- Warburtons

12:59:27 From Clementine : We have dog training at our hall and a remote control car club. What would you advise for these groups? many thanks for a very informative session.

Very sorry, but DCA cannot give advice on the specifics of the activities that take place within your hall. We do not know the hall, its size, capacity, etc. Follow the guidance as best as you can and make a decision as a management group whether you feel these activities can safely take place – do a risk assessment and record your decisions.

12:59:44 From Harry Steven : Thank you from Piddlehinton village hall. We would be very interested in hearing about the grants available to us. Vickey Steven

See above re grants and where to find funders on the DCA website

13:00:57 From patos : With a daily Coffee Drop in, would it be ok to have 2 or 3 tables, with 4 people sat at social distance.

See guidance above for Restuarants, pubs, bars, cafes and takeaways -

<https://www.gov.uk/guidance/working-safely-during-coronavirus-covid-19/restaurants-offering-takeaway-or-delivery>