

**Minutes of Electronic Correspondence of the Trustees of the
Educational Foundation of Abigail Bailey and Ann Levett
On 1st April 2022**

Participating:

Melvyn Wooding (Chair), Raymond Dyer, Andrew Seaman, Arthur Wright,
Sharen Hegarty (Trustees)
Adrian Dale (Clerk)

2022.21 March Caretaker Expenses

The Clerk presented the March 2022 Caretaker's Service Claims and Clerk's report.

	Link to: Rachael Maywood's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£177.50	£32.65
VHP	Village Hall Projects		
SH	School House Caretaker	£24.00	
SHP	School House Projects		
	Sub Totals	£202.50	
		Total	£234.15

	Link to: Olivia Duffy's Service Log	Labour	Expenses
VH	Village Hall Caretaker	£112.68	
VHP	Village Hall Projects		
SHP	School House Projects		
	Sub Totals	£112.68	
		Total	£112.68

Clerk's Report:

There have some maintenance issues this month.

- Although the telephone line was restored by OpenReach, they have managed to wire the extension line up wrongly. We now have no easily accessible emergency socket. I have reported this but it is unlikely that they will come out as extensions are supposedly the responsibility of the customer, even though they originally installed it. I'll need to fix it.
- The scaffolding has been booked to allow repairs to the School House chimney. Our window cleaners have been up and removed the remaining debris from the gutters.
- We have had more cluster fly problems and have set off three aerosol "bombs" in the ceiling void.
- We have had problems with the rear door sensor with Rachael going out to it at 01:30 in the morning and me at 05:00 when we received alerts that the doors were open. In Rachael's incident, the WI had not bolted the rear doors properly and somehow the door sensors had fallen off. In my case, the alarms went off when the doors moved in the wind. I haven't yet been able to resolve this.
- The Karcher floor cleaner stopped sucking up dirty water leaving smears on the floor. I can't see what the problem is and as we need it at least twice a week, I have replaced it with a new one. I will strip down the old one to see if it can be repaired as a spare.

Hall usage:

Month	Hours	Hire Income
January 2022	72	£585.00
February 2022	129	£1,028.00
March 2022	133	£1,070.00

The Hall was use for 133 hours in March. Income for the month was £1,070 – this is an excellent level of usage, especially as we lost 3 sessions due to the tutors having COVID. Bookings for the first quarter are ahead of budget

Air Quality:

Our published capacity limit for events or family functions is 40 people for up to four hours. We encourage hirers to open doors and to arrange the Hall with a view to maintaining sensible spacing. This month I have allowed two larger (but shorter) functions as an experiment. In both cases I explained the risks to the hirers and what they could do themselves to mitigate them. They were satisfied with our precautions and went ahead. The events were:

- Ellie Logue’s funeral – 65 guests and 3 caterers. A lunchtime event on a warm day. I helped set it up and had the rear doors held open on a hook and the fire door to School House garden open with a purge fan running continuously to create air circulation. The scrubbers were set to $\frac{3}{4}$ speed doing a complete air change every 15 minutes.
- The WI Fashion Show – 60 guests and 10 models. This was an evening event on a relatively cold day. They elected to keep the front door open but the others were closed. They don’t like the fans as they create a draught. The scrubbers were set to $\frac{3}{4}$ speed doing a complete air change every 15 minutes.

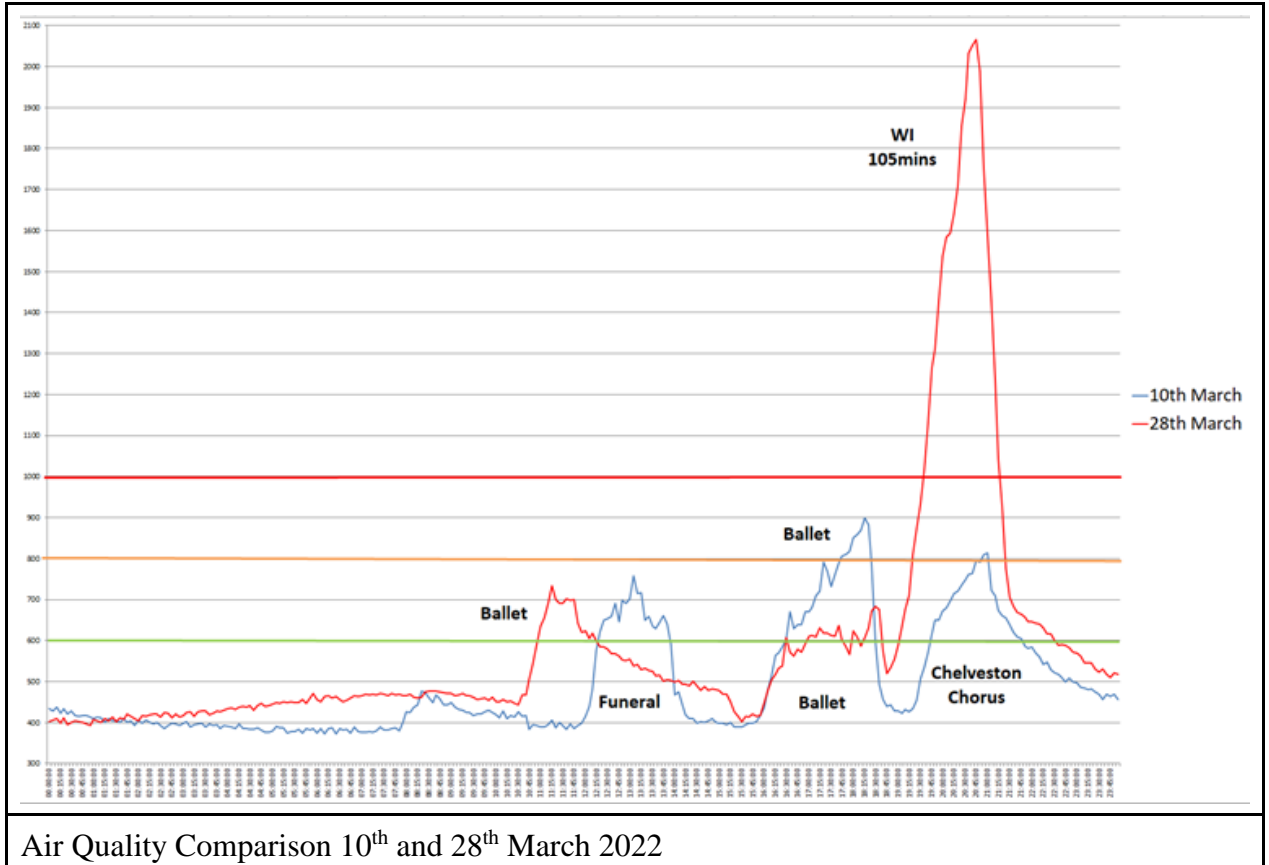
Neither event was able to have people separated by the spacing I would have liked, but they were happy. Interestingly, Lynne was at the funeral, sitting at a table deliberately close to the air scrubbers. Two days later she was “pinged” by NHS Track and Trace telling her that she had been in close proximity to someone who had tested positive for SARS-COV-2 on the day following the funeral. When she asked Jackie Logue who it was, it turned out to be someone who had stood behind her chatting for at least 30 minutes. She was certainly grateful for the scrubbers!

The air quality results are very interesting and confirm the ventilation calculations that I have done. To keep a room at the very safe level of 600ppm, you need 14 litres of fresh air per person per second. For this many people, that’s 3,400 cubic metres per hour. Our two purge fans could deliver this, but unfortunately the door areas are too small for this amount of air to come through without a howling gale. You can see that we managed to keep the funeral less than 800ppm (the Government limit for long term occupancy) using one fan and two open doors.

The WI Fashion Show was a different story! I handed the Hall over to them at 18:45 with CO₂ levels at 519ppm. This is higher than I would like but we only had a 15 minute purge window. Within 50 minutes, levels had breached our 1,000ppm upper limit. We advise hirers to purge ventilate if the levels get this high. An hour later, they hit a record of 2,066ppm. They spent 105 minutes above 1,000ppm. 2,000ppm is considered to be unhealthy under any circumstances, let alone when there was a 99.5% chance that at least one person in that room had asymptomatic COVID-19. At 2,066ppm every person spends 3 minutes each our just breathing in the exhaled breath

of someone else. 1 in 20 breaths is completely stale. This is far too much for the scrubbers to cope with, especially if people are sitting very close together.

These events had a similar duration, a similar numbers of attendees and differed only in having the fire exit and rear doors open with a purge fan operating. It was a useful experiment and confirms that ventilation needs to be installed if ever we are to have these sized functions regularly.



It was **RESOLVED by majority** to approve this report and authorize the payment of the invoices. Cheques were signed.

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