

**FINAL MINUTES OF THE MEETING OF PENNARD COMMUNITY COUNCIL COVID
SUB-COMMITTEE HELD
ON 23rd July 2020
VIA ZOOM AT 7.00PM**

Present: Cllr Susan Rodaway (Chair),SR©, Cllr Malcolm Sims,MS, Cllr Lynda James LJ, Cllr Darran Hickery DH. Cllr Emma Roberts ER, Cllr Arthur Rogers,AR, Cllr Jean Marnell,JM,
Also Present : Representatives from The Golf Club DW, Three Cliffs Coffee Shop JF, Squiggles Nursery WS.

Apologies for Absence, Representatives from Heatherslade Nursing Home, The Muddy Mailbox, St Marys Church.
Apologies for Lateness : Cllr Claire Whomes,CW

Declaration of Interest: None

1. Engagement with local businesses and organisations

Cllr Rodaway gave an update on the situation since the last meeting, parking problems around the village were discussed and DW said he would investigate whether the overspill car park could be used for Southgate club Members. Cllr James said she had arranged a meeting with a member of the Highways Dept to see what measures could be put in place. JF said the numbers of visitors he had seen had increased and that it would be interesting to see what the situation would be after the 27th of July when more facilities were opened.

The Clerk was asked to contact Tourism Swansea Bay regarding the Gower Ambassadors and the National Trust to ask if anything could be done to monitor the wild camping which had increased.

Cllr Rodaway gave an update to the businesses regarding the Playpark and the Clerk answered questions regarding the bins.

The local business representatives left the meeting at 7.40pm
Cllr Rogers left the meeting at 7.40pm

2. To agree measures discussed with local businesses and organisations

Cllr Whomes joined the meeting at 7.44pm

3. Discuss guidelines for playground opening

The Welsh Government guidelines and the supplementary risk assessment were discussed. The Clerk has booked a safety check with Swansea Council for next week prior to opening and has also purchased aprons and gloves. Cllr Rodaway suggested speaking to a local resident who had expressed an interest in helping to look after the bins which would again need to be emptied weekly.

Cllr Hickery expressed concerns regarding opening the play park. This was discussed, and it was explained that the signage would be used to inform users of the guidelines and would be placed on the gates and equipment. Cllr Rodaway said it was becoming very difficult not to open the park and gave an account of a recent incident. Cllr Hickery maintained he still did not think the park should open.

Risk assessment (as a working document) proposed by JM seconded by ER agreed by all with one abstention DH.

- 4. To agree procedure and safety measures for playground opening**
It was agreed to put banners on all gates and one in a notice board which would be purchased and attached to the end of the pavilion. It was also agreed that notices be put in the children's play park and on seating and tables.
- 5. To agree maximum numbers of playground users at one time**
This was discussed and the number of 20 was proposed.
Proposed by CW seconded by MS agreed by all with one abstention DH
- 6. To agree signage for playground**
The signage had been looked at and it was decided to purchase gate banners and two banners to restrict access on the toddlers play frame at a cost of approx £35 each. Further signage would also be produced as necessary. We would also need to purchase a notice board large enough to hold a banner to ensure there would always be a notice displaying guidelines for the play area..
Proposed by JM seconded by MS agreed by all with one abstention DH
Cllr Whomes left the meeting at 8.15pm
- 7. To discuss use of field for Football within current guidelines**
The Football Association Wales Covid guidelines are very comprehensive, and state that only training would take place at the moment each team also have Covid Officers and have their own risk assessment. The senior team has training barriers and the Junior could use barrier tape which would enable them to train at the top end of the field away from the playpark. The hire agreement and rules need to be looked at and amended accordingly.
As work was being done on the field **Cllr Whomes proposed the field be opened for football training from the 1st of September**
Seconded by JM agreed by all with two abstentions LJ, DH

Cllr Whomes joined the meeting at 8.17pm
- 8. To agree potential use of field by sports teams and other organisations**
As above 1st of September.
- 9. To agree maximum numbers of attendees for outdoor gatherings**
Adjourned to later meeting
- 10. To agree to purchase PPE equipment for employees and volunteers**
Agreed
- 11. General PEFTA update**
None
Cllr Whomes left the meeting at 8.40pm
- 12. To agree PEFTA terms for businesses**
The current situation was discussed.
Where businesses do not comply with our terms and conditions, they will no longer be included in the PEFTA scheme unless they later agree to the terms and conditions. Where there are already residents allocated to these businesses, they will remain in receipt of food from them as the residents should not be penalised for a lack of compliance by the business. Future accounts would only be placed with businesses who agree to work with and communicate with us. If matters change this rule would be adapted.
Proposed SR seconded by ER agreed by all

It was also proposed that the Clerk draw up some terms and send them round for comment.

Meeting Closed at 8.40pm

DRAFT SUPPLEMENTARY RISK ASSESSMENT OF PLAY PARK

Covid-19 is a new illness that can affect your lungs and airways. It is caused by a virus called Coronavirus. Symptoms can be mild, moderate, severe or fatal

What are the hazards?	Who might be harmed	Controls Required	Additional Controls
Spread of Covid 19	Staff Contractors Users	Preparation	Safety checks on sites before reopening. Advice of continued restrictions prior to opening
		Social Distancing	<p>Signage to:</p> <ul style="list-style-type: none"> maintain social or physical distancing where possible in line with the current guidelines adults and children suggest a maximum number of users suggest a maximum playing time during busy periods request that only 1 adult accompany young children for supervision <p>Limiting number of seats or swings available promote social and physical distancing parents, guardians or carers in line with guidelines.</p>
		Cleaning and Hygiene	<p>Signage to:</p> <ul style="list-style-type: none"> encourage frequent and effective handwashing or use of hand sanitisers by users, parents, guardians or carers on returning home. indicate that the consumption of food or drink in the playground is not permitted request parents, guardians or carers dispose of all litter properly in litter bins provided, or take it home where a bin is not provided remind users of their own responsibilities when using the equipment <p>Ensure sufficient waste facilities and collection points</p>
		Communication	<ul style="list-style-type: none"> on-site signage social media messages website
		Keeping Staff Safe	<ul style="list-style-type: none"> Wearing gloves, face protections and apron for removal, cleaning or maintenance. Where they are single use items they should not be reused. Where they are multiple use items they must be cleaned and disinfected in line with manufacturers guidelines. All items should be appropriately disposed of.

