

High Halstow Parish Council

50 Pepys Way • Strood • Rochester • Kent • ME2 3LL
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MINUTES

Road Reps Committee Meeting

Friday 17th April 2020

Virtual Meeting ~ 4.00 pm

Attendees: Cllr G. Crozer (Chairman) Cllr M. Stone
Cllr L. Atkinson Cllr R. Collins
Cllr T. Munday Mrs J. Allen (Clerk)

Members of the public: 0

The meeting commenced at 4.08 pm

Cllr G. Crozer opened the meeting and thanked everyone for attending.

1. **Apologies for absence**

HHPC505:17.04.20 An apology for absence was received from Rev S. Gwilt, who had prior commitments.

2. **Minutes of the previous Road Reps Committee Meeting**

HHPC506:17.04.20 The Clerk, Mrs J. Allen, spoke to advise that the previous minutes would be presented to the members shortly.

3. **Update on the position in High Halstow so far**

HHPC507:17.04.20 Cllr M. Stone spoke to advise that the committee had conducted 10 shops in total.

She reported that Cllr T. Munday had been helping to distribute leaflets on the Isle of Grain, and that the High Halstow Road Reps Committee had now linked up with the MARR group (Mutual Action Road Reps).

She advised that following the new association with MARR, that there were now over 100 volunteers across Medway, and that the High Halstow team had received 6 more consecutive tasks and details of other areas in need of assistance.

She spoke of obtaining contact with Michelle, from wHoo Cares, for training in telephone befriending, and of writing an article for the next edition of the Village Voices publication.

Cllr M. Stone advised that she had received some of the volunteer's consent forms, but that she had sadly been unable to open these.

She reported that she had therefore provided the volunteers with the Mail Master email address and had asked the volunteers to resend these documents by email directly to the secure archiving system.

Cllr T. Munday checked the filing system and confirmed that in total, 11 forms had now been received back.

Cllr G. Crozer also spoke to confirm that he had now received the volunteers hi-vis jackets which he would be passing onto Cllr M. Stone in due course.

4. **Feedback on leafletting in Hoo**

HHPC508:17.04.20 Cllr T. Munday spoke to advise that he was still leafletting around the Peninsula and that Cllr M. Stone had now been placed as a contact on these forms.

5. **Update on purchasing of masks, gloves and hi-vis wear**

HHPC509:17.04.20 Cllr M. Stone spoke to advise that she had been liaising with volunteer, Dr G. McKeever, who she understood had placed an order for suppliers of gloves and face masks.

She also advised that Dr G. McKeever was putting together a video to confirm the correct method of applying a face mask and the importance of gloves. Which would then be circulated to all the volunteers and on social media.

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She closed her report in advising that she had received some gloves and face masks, which had been kindly donated by the school, which should tie the committee over in the interim.

6. **Finance**

HHPC510:17.04.20 It was acknowledged that there were no new expenditure items and that the committee's funds appeared to still fall within the grant received from the Parish Council.

7. **Any other business**

HHPC511:17.04.20 A question was raised as to if the volunteers would require any hand sanitiser.

Cllr M. Stone also reported that she was currently in discussions with 'The Net' to confirm if they were able to assist with the delivery of the High Halstow Times and if so, how much they would charge to deliver the A4 publication.

She advised that she thought 'The Net' usually delivered their magazine around the middle of the month and that she would therefore need to check when their team would need the High Halstow Times for, and whether she could book their delivery service for an initial period of 2 months.

Cllr R. Collins spoke to report that he had received reports of children still using the play equipment within the recreation ground, despite notifications that the equipment was out of bounds presently, owing to COVID-19 outbreak.

8. **Next meeting date**

HHPC512:17.04.20 Cllr G. Crozer, spoke to confirm that the date for next virtual meeting of the Road Reps Committee, would be held on Friday 24th April at 4.00pm

9. **Close of meeting**

HHPC513:17.04.20 Cllr G. Crozer thanked the members for attending and closed the meeting at 4.41 pm.

The next Road Reps Committee meeting will be held on:

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| Friday 24th April 2020 | 4.00pm | (Virtual Meeting) |
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