

REPORT TO PICKMERE PARISH COUNCIL

2nd March 2021

AGENDA ITEM 9.5 – PROPOSED USE OF VILLAGE HALL AS POLLING STATION

1. Report

- 1.1 Your Clerk received a letter from Cheshire East Council on 13th February requesting confirmation of details in respect of the proposed use of the Village Hall as a Polling Station for the local elections on 6 May 2021. In doing so that Council has included a copy of its Risk Assessment in relation to the safeguarding of its election staff and members of the public during the operation of the Polling Station. A confirmation was requested by 22nd February, since CEC has very shortly to begin printing polling cards for distribution to residents.
- 1.2 A response has been sent confirming the details required (of keyholder etc), but also confirming the following:
 - This confirmation is on the basis that it will remain lawful for the Village Hall to be open (in terms of Covid legislation) for this purpose;
 - CEC will be responsible for any Covid preparations and organisation/supplies etc on the day, and that the Parish Council will not be held in any way responsible for any Covid problems arising from their use of the building.
 - The kitchen (and stage) will remain closed and election staff will have to be responsible for their own food and drinks during the day.
 - CEC are responsible for the cleaning of door handles, chair backs, light switches etc during polling day.
 - CEC are responsible for the organisation of queuing and entry/exit arrangements on the day, and for reacting to any particular Covid-related difficulties that may arise.
- 1.3 A copy of your Council's Risk Assessment in respect of use of the Hall has been sent to CEC.
- 1.4 The Village Hall cleaner has been asked to confirm her ability to clean the Hall after the event, and confirmation is still awaited.
- 1.5 The normal charge made to CEC for this function is £150; in this case an additional sum of £40 has been added to cover the costs of the hall being cleaned after the event.
- 1.6 Should Council decide that the Hall should not be made available for this purpose, then this needs to be made known to CEC at the earliest opportunity.

2. Recommendation

- 2.1 That the report be noted.

J Steel

Clerk to the Parish Council