

Pontyclun Community Council

8 July 2020

Report of the Social and Cultural Working Group

Reopening of Café 50

The Working Group met on 17th June and 1st July. It was supported in these meetings by the Clerk and the Café 50 Coordinator who provided a large amount of analysis and advice

The Working Group recognised that the timetable and arrangements for reopening will depend on future guidelines from Welsh Government and RCT CBC which will be influenced by evidence on the rate of transmission of Covid-19.

Recommendations

1 Number of group participants can fit into Café 50?

The working group recommends

- a. The Council retains the 2 metre distancing, recognising that this creates a limitation of 1 person per table
- b. The Council decides on future furniture needs once there is information on the take up places in Café 50.

2 Making access into Café 50 hallway easy and safe?

The working group recommends

- a. the front door is replaced at approximately £5000, using money from the reserves, to provide a fully accessible door.
- b. Each group will nominate one person to ensure safe and distanced entry into Café 50 and will ensure that each group participant follows the rules.

3 Making access into Café 50 room easy and safe?

The working group recommends

- a. latches are fitted to the doors to allow the door to be kept open but will close should the fire alarm sound.

4 Creating a safe environment within Café 50.

The working group recommends that

- a. groups use a one-way system when using Café 50. They will enter through the front door and exit through the fire doors at the back of the room
- b. Each group will nominate a responsible person for ensuring group members leave the room safely. They will shut the fire door and exit through the front door.
- c. Each group and group member will be responsible for ensuring that the space they use is sanitised. Wipes and gel will be available.
- d. Each group member will store their personal belongings on a chair next to them by folding their coat etc.
- e. a new coat rail is purchased and placed at the back of Café 50.
- f. There is a minimum of 15 minute between one group entering and one group leaving.

5 Ensuring use of inside toilet is safe?

The working group recommends that

- a. Sanitiser is placed outside the toilet room
- b. the Council uses paper towels for drying hands although there is no regulation that requires us to remove the electric hand dryer
- c. Wipes are placed in the toilet room for use by users
- d. the Council replaces the sink with a larger sink if possible
- e. A bin for paper towels and wipes is placed in the toilet room
- f. A notice is placed on the wall stating the required procedures for making use of the toilet facilities.

6 Standard cleaning regime for Café 50?

The working group recommends that

- a. Wipes and sanitiser to be made available within Café 50 room for use by all users.
- b. The group nominated person should be asked to wipe all surfaces before leaving the room
- c. The Council cleaner to be asked to deep clean the room at the end of each day
- d. A second cleaner is employed to clean after morning groups.
- e. Usage of Café 50 to be monitored and amendments made to cleaning regime if necessary

7 New folding tables and stacking chairs?

The working group recommends that

- a. Further research is undertaken to identify stable and attractive folding tables and stackable chairs

8 Phasing of group return

The working group recommends that

- a. Physical activity groups that are not be invited to return for the foreseeable future
- b. All other groups will be invited to return
- c. The timetable is amended with agreement from the groups to make it possible to have a minimum 15 minute gap between groups

9 Provision of tea and coffee facilities?

The working group recommends that

- a. A hot and cold water dispenser is plumbed into Cafe 50
- b. The Community Council provides the tea, coffee, and sugar for groups to make their own beverages
- c. Each group nominates one person to make the tea and coffee
- d. Cups are washed in the kitchen dish washer
- e. We source plastic covers for the trays of mugs
- f. The Council sets a price, if any, for the beverage

10 Opening Café 50 for meals?

The working group recommends

- a. The working group is requested to consider the future options for the nature of the meals service and to make further recommendations

11 Use of face masks?

The working group recommends that

- a. Face masks are not required