

Community Fridge – Notes from Meeting with Root-and-Branch Out CiC

24th July 2020 meeting held on Zoom at 2pm

Present: Miranda Jones (Host), Claire Crowley, Alex Wilby – Liz Clarke joined the meeting at 2.20pm

The focus of the meeting was to address the issues raised by the Town Clerk prior to the next meeting of Full Council on 5th August when the issue will be an agenda item.

Issues raised by Town Clerk (taken from supporting paper to Amenities Committee 15th July 2020)

- 1) A freely available use of the kitchen will impact some classes which could result in a loss of income
Access to the Community Fridge will be at scheduled times.
- 2) Can Root and Branch Out ensure that queries from the public regarding the fridge will not be directed at UTC staff?
Users will be asked to use the rear entrance to Town Hall. Suggest signage be placed on the front door directing Community Fridge users to the rear entrance. Should people drop in to Clerk's office, suggest an information sheet should be created with all relevant information and contact numbers be available to hand out. This could also be a standard response to email enquiries. Phone calls to be redirected to Claire/Alex.
- 3) Would users of the community fridge understand and respect the need of some classes for privacy and quiet?
During the scheduled times for access to the Community Fridge there will be a responsible person present at all times who can manage this.
- 4) Timed Sessions may be a better option
Root and Branch propose that access to the fridge will be FRIDAY MORNING, SATURDAY AFTERNOON, SUNDAY LATE AFTERNOON Exact times to be decided after consultation with Clerk's Office.
- 5) Electricity consumption is not a major issue but would need to agree calculation/agreement, invoicing/admin procedure if we are to charge back
Root and Branch Out would pay this. My personal view is that this cost is one that should and could be covered by UTC in support of the initiative.
- 6) Possible insurance implication
The community fridge would be covered by Root and Branch Out's insurance.
- 7) Judo mats currently take up the bar area and there is currently no other space to store
No plan to use the bar area – fridges will be placed on the counters opposite the bar area.

Proposed Timeline and Actions

27th July Site visit MJ and Root and Branch Out to measure counter tops, check electricity supply	Aug 5th Initiative debated by Full Council	If initiative receives FC approval	August (tbc) Site visit by Environmental Health	Aug 5th - Sept Promotion and marketing to be undertaken by Root and Branch Out	August General Risk Assessment plus Covid-specific RA to be submitted to UTC	Sept 4th Initiative launches
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