

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE
A Meeting to be held on Thursday 8th January 2015
At 7.30pm in the Parish Hall

AGENDA

i Present and Apologies:

ii Minutes:

- i The minutes of the meeting held on Thursday 13th November 2014 to be approved and signed

iii Matters Arising:

- i PAT
- ii Structural Engineer
- iii Welcome and Promotion Pack Updating
- iv WildWestNet (Update)

iv Finance:

- i Treasurer's Report (for info) – Miya
- ii Donation – Green Bottle Trust (for info) - Steve
- iii Heritage Lottery Project Partnership Funding Plan (for info) - Steve

v Business Plan:

- i Business Plan 2014 – 2018 – Financial targets (for discussion) - Steve

vi Membership Roles and Responsibilities:

- i Promotions and Marketing
- ii Information and Communication Technology

vii Policies:

- i Car Park and Hall Doors (for discussion) - Jude
- ii Monthly Electric and Fire Safety Testing (report) Brian

viii Improvement and Development:

- i Heating Project Progress Report (for info) - Steve
- ii Heritage Lottery Plan (for info) - Steve
- iii Heritage Lottery Evaluation (for info) - Steve
- iv Heritage Project Launch and Publicity (for info) - Steve
- v Digital Output Plan (for info) - Steve
- vi Defibrillator

ix Repairs and Maintenance:

- i Update on Maintenance and Repairs (for info) Steve / Ron

x Marketing, Promotions and Communications:

- i Facebook (for discussion) Steve / Jude
- ii Newsletter (Winter edition due) Steve

xi Activities and Events:

- i 60's Music Evening - Steve
- ii Music Quiz - Jude
- iii Crocus and Cream Tea Event - Campie
- iv Summer Ball - Lorna
- v Chair's Challenge 2015 (2p Collection) – Lorna / Steve

xii Any other Business:

xiii Date of Next Meeting:

- 7.30pm Thursday 12th March 2015
- 7.30pm Thursday 14th May 2015