



East Worlington Parish Hall

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE

A Meeting to be held on Thursday 12th March 2015

At 7.30pm in the Parish Hall

AGENDA

i Present and Apologies:

ii Minutes:

- i The minutes of the meeting held on Thursday 08th January 2015 and extraordinary meeting Thursday 19th January to be approved and signed

iii Matters Arising:

- i WildWestNet (Update)
- ii Car Park – Letter to Parish Council
- iii Car Park and Hall Doors – Health and Safety

iv Finance:

- i Treasurer's Report (for info) – Miya
- ii Preparing end of financial year accounts - Miya

v Business Plan:

- i Heritage Group Minutes
- ii Heritage Project Launch
- iii Preparing Annual Report 2014 / 2015

vi Membership Roles and Responsibilities:

- i No items

vii Policies:

- i Alcohol Licence Compliance (discussion and decision) - Jude
- ii Monthly Electric and Fire Safety Testing (report) - Brian

viii Improvement and Development:

- i Long Term Project Plan (document) (for information and agreement) – Steve
- ii Heating (for discussion and decision) - Steve
- iii Managing the decommissioning of the Hall – events and bookings (for discussion and action) – Jude / Steve

ix Repairs and Maintenance:

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

x Marketing, Promotions and Communications:

- i Response from notification of Heritage Project Launch - Parish Council; Politicians; Press.
- ii New Website and ICT technologies (for information and action) - Steve
- iii Newsletter (Spring edition due) - Steve

xi Activities and Events:

- i Pub Games Night - Steve
- ii An evening with the Bashers - Jude
- iii Chair's Challenge 2015 (2p Collection) – Lorna / Steve
- iv Other events for the year – what are they?

xii Any other Business:

xiii Date of Next Meeting:

- 7.30pm Thursday 14th May 2015
AGM and Scheduled Committee Meeting.