



East Worlington Parish Hall

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE

A Meeting to be held on Thursday 12th November 2015

At 7.30pm in the East Worlington Primary School

AGENDA

i Present and Apologies:

ii Minutes:

- i The minutes of the meeting held on Thursday 10th September to be approved and signed

iii Matters Arising:

- i Jazz Night
- ii Phone line installation
- iii Planning re-decoration
- iv Parish Council Hire Charges

iv Finance:

- i Treasurer's Report (for information) – Miya
- ii Update on Grants and Funding (for information) – Steve
- iii Fund-raising strategies (for discussion) - Steve

v Business Plan:

- i Heritage Group Report – (for information) Heritage Group
- ii Business planning for the future – (for discussion) Steve

vi Membership Roles and Responsibilities:

- i Attracting New Members – (for discussion) All
- ii Monthly Draw – (for discussion) Liz

vii Policies:

- i Monthly Electric and Fire Safety Testing (report) – Brian

viii Improvement and Development:

- i Conservation and Improvement Building Project Update (for information) – Steve
- ii Future Timeline and Project Plan (for information) - Steve
- iii Rescheduling and communications about bookings (for discussion) - Steve

ix Repairs and Maintenance:

- i No items

x Marketing, Promotions and Communications:

- i Publicity in support of the Conservation and Improvement Project – (for information) Steve

xi Activities and Events:

- i Christmas at the Hall
- ii 2016 Events

xii Any other Business:

xiii Date of Next Meeting:

- 7.30pm Thursday 14th January 2016
- 7.30pm Thursday 12th May 2016
(AGM and Scheduled Committee Meeting)
- 7.30pm Thursday 10th March 2016