



East Worlington Parish Hall

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE

A Meeting to be held on Thursday 09th March 2017

At 7.30pm in the East Worlington Parish Hall

AGENDA

i Present, Apologies and Welcomes:

ii Minutes:

- i The minutes of meeting held on Thursday 12th January 2017 to be approved and signed

iii Matters Arising:

- i Car Park – Communication from EW Parish Council
- ii Window blinds
- iii Loft ladder to balcony
- iv WI equipment

iv Finance:

- i Treasurer's Report (for information) – Miya
- ii Grant application update (for information) - Steve

v Business Plan:

- i Heritage Lottery Project Plan (for decision) – Steve
- ii Hire Agreement updating (for decision) - Lorna

vi Membership Roles and Responsibilities:

- i No items

vii Policies:

- i Fire and H&S Risk Assessment and Checks (for information) – Brian
- ii Environmentally-friendly policy and strategy (for discussion) - Steve

viii Improvement and Development:

- i Report from CIM Group (Acoustics; External Render; Windows; Storeroom) (for information and decision) – Jonny, Ray, Campie, Steve
- ii Kitchen Project (for discussion) - Steve
- iii Audio / Visual Equipment Installation (update) – Steve
- iv Showing Films Report (for information and actions) - Rachel

ix Repairs and Maintenance:

- i Repairs and Maintenance Plan (Any issues for the list?) - Steve

x Marketing, Promotions and Communications:

- i. Parish Hall Newsletter (for discussion) - Steve

xi Activities and Events:

- i 'Call My Bluff' Evening with the Auctioneer - Review
- ii Crocus and Cream Teas - Update
- iii Jazz by the River - Update
- iv Sir Hugh's Community Walk – Update
- v AGM (Ideas for AGM meeting in May)
- vi Diary of Activities (All to Contribute)

xii Any other Business:

- i To be notified before the meeting

xiii Date of Next Meeting

- i 11th May 2017 (including AGM)
- ii 13th July 2017
- iii 14th September 2017
- iv 09th November 2017