



# East Worlington Parish Hall

## EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE

A Meeting to be held on Thursday 10<sup>th</sup> May 2018

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 08<sup>th</sup> March 2018 to be approved and signed
- iii Matters Arising:**
  - i Projects – Strategic Overview Update - Steve
  - ii Noticeboards - Lorna
- iv Finance:**
  - i Treasurer's Report (for information) – Patrick
  - ii Grants Reports and Evaluation Update – (*Garfield Weston; DCF Batsworthy Community Grant; Trusthouse Charitable Foundation, The Angela Gallagher Memorial Fund*) (for information) –Steve.
- v Business Plan:**
  - i Strategic Plan 2018 – 2021 (for discussion and decision) - Steve
  - ii Heritage Lottery Project Report (for information) – Steve
- vi Membership Roles and Responsibilities:**
  - i Role of Honorary Treasurer (for action)
- vii Policies:**
  - i Fire and H&S Risk Assessment and Checks (for information) – Brian
  - ii GDPR Policy (for decision) - Steve
  - iii Safeguarding Policy (for decision) - Steve
- viii Improvement and Development:**
  - i Render and Windows Project (Progress Report) – Steve / Jonny
  - ii Front Foyer, Toilet and Storage Project (Progress Report) – Steve / Jonny
  - iii Legal Costs (for decision) - Steve
- ix Repairs and Maintenance:**
  - i Repairs and Maintenance Report
- x Marketing, Promotions and Communications:**
  - i. No items
- xi Activities and Events:**
  - i Review of Bluebell Walk
  - ii Re-schedule Winnie's Quiz
  - iii Revised 2018 Activities and Events Programme
- xii Any other Business:**
  - i To be notified before the meeting
- xiii Date of Next Meeting**
  - i. **12<sup>th</sup> July 2018**
  - ii 13<sup>th</sup> September 2018
  - iii 8<sup>th</sup> November 2018