

AGENDA

Wenhaston Village Hall Management Committee Meeting

Wednesday 4th July 2018 in the main hall at 7pm

- 1. Welcome and Apologies**
- 2. Minutes of the last Committee Meeting and 13th March 2018**
- 3. Matters arising**
- 4. Charity Commission annual return, status update and CAF account - SA**
- 5. Community Action Suffolk - SA**
- 6. Financial report – MH**
- 7. Bookings report – JP**
- 8. 100 Club report and consider ideas for funds to be raised in 2018**
- 9. Café update - JC**
- 10. Maintenance group report and Maintenance Plan- RA/SA**
- 11. Entertainments group report - CHJ/SA**
- 12. Update**
 - a. Café bar and kitchen proposed changes**
 - b. Hall roof – survey report**
 - c. Stage curtains – updated quotes**
 - d. Hall floor**
 - e. Decorating**
- 13. Fire Risk assessment/actions update – LG/SA**
- 14. Post Office lease renewal update – JP/SA**
- 15. Village hall car park update and Sub Committee for project – SA/PW/IB**
- 16. Hygiene update and discussion – SA/JC**
- 17. Siting of generator at the hall/PC - SA**
- 18. Hall hire rates and other issues – SA/JP**
- 19. Seating in the hall ref fire regs - SA**
- 20. Consider planting ideas for bank behind café bar - SA**
- 21. Correspondence**
- 22. Any other business**
- 23. Date of the next meeting.**