

# **MARCHINGTON WOODLANDS VILLAGE HALL**

## **MONTHLY COMMITTEE MEETING TUESDAY 7 MAY 2024 TO BE HELD IN THE VILLAGE HALL AT 7.30 PM**

### **AGENDA**

1. Members present, apologies for absence, guests
2. Minutes from the previous Meeting
3. Financial update
  - Latest bank balance
  - Key amounts paid/received during the month
  - New bank account – password reset
4. Bookings update
  - Hire charges
  - Request for private hire – lunchtime on 1 September
5. Social update
  - Pop up Pub Nights
  - Live & Local
  - Diary dates
    - Quiz & Food evening – date to be arranged
    - Summer Dance/MWVH 70<sup>th</sup> Anniversary – Sat 31 August – invites?
    - Other events for 2024
6. Marketing/Social Media update
7. Facilities & Maintenance update
  - Cleaning
    - Inside the hall
      - Kitchen window
      - New flooring
      - Leaking tap in the ladies toilet to be repaired
      - Hall heater 1 to be fixed plus better arrangement for heaters in the toilets
      - Toilet door locks (1 x ladies and gents cubicle) to have safety releases
      - Audio/visual equipment for the hall
    - The outside of the building
      - Seasonal maintenance jobs – mowing field & inside verges, patio tidying, treating wooden furniture, fences and shed
      - Entrance porch/drainage work / new planters / car park barrier / festoon lights
    - External grounds
      - Verges
    - Health & Safety
      - External power points
8. Representatives from Woodlands organisations
  - WI update
  - St Johns Church update
  - Parish Council update – items for 14 May PC meeting
  - Coffee Morning group update – lunch in July
9. Suggested village hall improvements
  - Next steps – freshening inside paintwork, outside paintwork (fascia boards)?
10. Any Other Business
11. Date of next Meeting