

# **NORTH MUNDHAM VILLAGE HALL**

## **Working Party**

Meeting of Monday 12<sup>th</sup> MARCH 2018 at 19.00

### **Agenda**

1. Apologies for absence.
2. Minutes of committee meeting on 8<sup>th</sup> January
3. Matters arising
- 4. Financial report**
  - 4.1 Monthly financial statement
- 5. BOOKINGS**
- 6. TABLE TENNIS**
- 7. PRS**
- 8. MAINTENANCE**
  - 8.1 Health & Safety Check
  - 8.3 Lock centre annual service.
  - 8.4 Boiler room Door
  - 8.6 Annual fire extinguisher service.
- 9. CAPITAL PROJECTS**
  - 9.1 Roof repairs & guttering
  - 9.2 New double glazed exterior doors in the large hall.
  - 9.3 New double doors from the corridor to the large and small hall.
  - 9.4 New signage on fascia board using Gala Grant.
  - 9.5 Reseal the floor Summer 2018 or 2019
- 10. MARKETING**
  - 10.1 Link with catering company.
- 11 A.O.B.**
- 12** Dates of the next meeting: Working Party 9<sup>th</sup> April & 14<sup>th</sup> May 122018