

Framsden Village Hall Team

Agenda

15th April 2024 – 7:30pm Framsden Village Hall Meeting Room

1. Update on previous actions
 - 1.1. Website updates, Photos permissions
 - 1.2. Printing of plans
 - 1.3. Prohelp and quantity surveyor
 - 1.4. Event structure and questionnaire
 - 1.5. Event date and publicity
 - 1.6. Approach to Diocese
 - 1.7. Notice for kitchen door
 - 1.8. Ventilation signage
 - 1.9. Reporting process/minutes & notice
 - 1.10. Response re fire doors jamming & fix
2. Open public forum
3. Fire alarm testing if required
4. VH development plan event
 - 4.1. Format
 - 4.2. Invitations
 - 4.3. Refreshments
 - 4.4. Logistics
 - 4.5. Presentation materials
5. Cleaning arrangements
6. Grounds update
7. H&S update
8. Hire update and income review
9. Maintenance update and works required, including faults with hot water urn and microwaves, loft hatch mould.
10. Review of 5 year plan and projects, including major updates & funding requirement
11. Minor expenditures
12. Discussion points arising
13. Actions & close.