

# Slaley Commemoration Hall Management Committee

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A Meeting of Slaley Commemoration Hall Management Committee will take place on  
Wednesday March 28<sup>th</sup> 2018 at 7 p.m.

## Agenda

### **1. Members present & apologies**

### **2. Minutes of the meeting held on 17th January 2018 & Special Meeting on February 21<sup>st</sup> 2018**

### **3. Matters arising**

To Look at the new plans as presented by Kevin Doonan

A thank you letter has been sent to the Methodist chapel for donating three tables.

### **4. Correspondence**

### **5. Financial Report** by Margaret Weatherley

- a) Payments made or cheques to be signed
- b) Income since last meeting

### **6. Bookings Report**

- a)

### **7. Laminated brochure** Update by M Rowell & DT

### **8. Maintenance Log Book**

1) External doors. (2) Emergency lighting. (3) Water supply. (4) rainwater fittings. (5) Visual check exterior. (6) Visual check interior. (7) Signs. (8) Metre readings.

### **9. Building maintenance**

- a) Asbestos Survey Report becomes our Asbestos policy?
- b) Debra Taylor to report on WiFi Broadband connection?
- c) ME to Report on Audi equipment grant applications

## **10. Business Plan**

- a) Version three in circulation.
- b) One suggestion from the business plan was to offer FREE taster sessions or reduced sessions for a six-week starter group. This offer has been advertised in the March Slaley news on page 11.
- c) Julie Humes, Youth Worker, interested in supporting the young people of the parish and wider area with several projects/activities throughout the year rather than a regular Youth Club. PW is meeting her on Thursday March 29<sup>th</sup> to discuss.
- d) Wedding/Party Plan

## **11. GDPR and how we contact people to let them know about events**

### **12. Fundraising ideas**

- a) Fundraising ideas for 2018 -
  - Sunday April 8<sup>th</sup> Gwen Foster flower demonstration with afternoon tea. £9 per person to include tea. 3.30 – 5 p.m. Door person needed. Arrangements will be raffled.
  - May - ME showing a special film from Norway with bought in food.
  - AWs suggestion of a fashion show was Gabby Sutton who has raises money for Children's liver diseases – PW has spoken with Ann Holmes who is a model for the next fashion show at Warden Church and she offered to discuss a 50/50 fundraising show at Slaley with Mrs Sutton.
  - M Rowell suggested a Table Top Sale.
  - Late Autumn Bobby Johnston slide show of his many photographs.

### **13. Grant applications**

Garfield Western Foundation – Weston Anniversary Fund  
A planning application & Business Plan is needed for this Capital application.

### **14. Any other business**

**15 Date of next meeting:** Wednesday May 16th 2018 – This is also the AGM.