



WEST WINCH VILLAGE HALL MANAGEMENT COMMITTEE

Setchey and West Winch Village Hall

Watering Lane, West Winch

King's Lynn, Norfolk

Charity Reg. No 265106

MEETING

TO BE HELD ON TUESDAY 11th June 2024 AT 7:30PM

IN THE VILLAGE HALL

AGENDA

1. Present and Apologies
2. Minutes of last General meeting held on 14th May 2024
3. Matters arising – JC
4. To Discuss
 - a) Streamline the Village Hall booking process.
 - b) Discuss the holder of the master bunch of keys and new key cabinet
 - c) installation.
 - d) Seek a 2nd quote for the installation of fire doors and door furniture prior to the July deadline.
 - e) Ascertain a firm timeline for the installation of the ramp.
 - f) Discuss PAT inspections for the hall.
 - g) Discuss the PC notice board installation and what is going to display and who is responsible for the upkeep of it.
5. Discuss the updated policies for the Village Hall – RS
6. To observe and discuss the finer points of the 2023/2024 accounts.
7. Hall Managers Report
8. Future Events

Meeting Closed _____