

Onibury Village Hall Committee Meeting

Tuesday 14 May 2024

7pm

IN THE PUB

Agenda

1. Welcome from chair
2. Attendance
3. Apologies
4. Approval of minutes
5. Treasurer's report
6. H&S and Building:
 - a. Emergency lighting
 - b. Fire risk assessment – boiler and pipes
 - c. H&S policy – asbestos
 - d. Heat detector in kitchen
7. Bookings:
 - a. Rota for checking after bookings
8. Maintenance issues:
 - a. Builders
 - b. Maintenance day date
 - c. Hand driers
 - d. Vermin
 - e. Party decoration hook placement
9. Local suppliers list and e-shot:
 - a. Bar
 - b. Catering
 - c. Bouncy castle/ kids activities
10. Fundraising
11. A.O.B
12. Date of next meeting