

## **Framsden Village Hall Team**

### Draft Agenda

12<sup>th</sup> August 2024 – 7:30pm Framsden Village Hall Meeting Room

1. Update on previous actions
  - 1.1. Improvement plans and update for the website
  - 1.2. Loft hatch repairs
  - 1.3. Disposal of old microwave oven
  - 1.4. Source and fit replacement emergency bulkhead lights
  - 1.5. Quote from electrician for removing alarm system
  - 1.6. Advice on the fire alarm and kitchen fire escape door
  - 1.7. Diocese approval of plans
  - 1.8. Measurements for proposed storage area
  - 1.9. Quantity Surveyors meeting
  - 1.10. List of priority funding sources
  - 1.11. PlugSmart re overdue PAT testing
  - 1.12. Add disposal of cooking oil to the end of hire conditions
  - 1.13. Weekly cleaning schedule form
  - 1.14. Replacement gents basin taps
  - 1.15. Leaking gutters
  - 1.16. Jammed window vent
  - 1.17. Treated wood for climbing rose pyramid frame
2. Open public forum
3. Fire alarm testing if required
4. Improvement plans, approvals required, costings and fund raising
5. Grounds update
6. H&S update
7. Hire update and income review
8. Maintenance update and works required
9. Review of 5 year plan and projects
10. Minor expenditures
11. Discussion points arising
12. Actions & close