

## WORKING GROUPS MONTHLY ACTIONS

June

Part complete

Complete

Outstanding

WORKING GROUP:

**VILLAGE HALL**

TEAM:

A. Marr, T. Yard

### DELEGATED RESPONSIBILITIES: To meet, monitor and report on the following:

To plan for the ongoing development with the VH Charity, making recommendations as appropriate

Oversee and agree the terms and conditions of use of the facilities

Oversee and agree the fees relating to the hire of the facilities

Ensure that regular risk assessments and health and safety checks are made in line with current legislation

Ensure the provision of safe and well-maintained facilities for the community use.

Ensure Governing/Deed of Trust document is adhered to

ISSUE RAISED	LEAD	ACTION TAKEN	PROGRESS	COMPLETE/RESULT
Governance/Transfer	TM	Quotes sought, but very expensive	Look at supporting the closure of the charity or recruiting new Trustees	ongoing
External Painting	AM	Local volunteer has agreed to paint the front of the Hall	Volunteer has painted the front walls	Started. Windows and door needs finishing
New Signage	AM	Local volunteer has agreed to produce a new sign for the front	VHC agreed to purchase materials. He is due to complete it June/July.	
Accessible toilet	AM	Plans drawn, Trustee met with contractors	VHC meeting met to agree quotes	Due to start in the summer holidays
Storage issues for groups	AM	Quotes received and reviewed by Trustees	New shelving put put and space allocated	Groups need to tidy
Church request to support Food Bank	TM	Agreed to Trustee to include as part of Coffee mornings	First amounts collected 16/6	
Jellybeans notice to quit	AM/ TM	Jellybeans will cease on 5/7 due to lack of children signing up for new year	2 potential hirers have made contact. Look at introducing more educational courses etc. New business plan/model needed with sustainability research	
Weeds and bushes need cutting back	TY/ TM	2 quotes sought but either not responded or cannot contact	B Cooper visited to quote for works 28/6	
New Kitchen/disabled toilet	AM	Quotes reviewed by Trustees/Committee	Contract issued due to start late July	

SUPPORT NEEDED:

RECOMMENDATIONS:

RESOLUTIONS TO FULL COUNCIL: