

**Grampound with Creed War Memorial Recreation Ground  
and Public Hall**



**AGENDA of the Trustees meeting to be held in the Committee  
Room on Wednesday 19<sup>th</sup> September 2018**

AGENDA ITEM	Action
<b>1. <u>Apologies for absence</u></b>	
<b>2. <u>Minutes of meeting</u> held on 25<sup>th</sup> July 2018</b> Matters outstanding not on agenda	
<b>3. <u>Financial Report</u></b>	
a) Financial report from Mark Taylor	MT
<b>4. <u>Hall Report</u></b>	
Report from Simon Fann	SF
<b>5. <u>Administration</u></b>	
a) Legionella Method Statement	HB/SF/DJ
b) Defibrillator	HB/BE/MT/KC
c) Key holder policy and hall security	KC
<b>6. <u>Fund raising &amp; Events</u></b>	
a) Report back on Craft Fair Monday 13 August to Friday 17 August and planning for the Autumn Craft Fair.	AR/RP
b) October Film Club	HB/SF
c) Beer Festival 2019	MT/SF
<b>7. <u>Future Development</u></b>	
a) Update on Friends of the Hall following reminder emails	RK
b) Update on issues with vandalism, cycling in car park and possible CCTV	BE/MT
c) Truro Glass Company grant update	MT
<b>8. <u>Maintenance</u></b>	
a) Update on repairs to raked seating.	SF
b) Progress on repairs and painting the Hall externally and internally	HB
<b>10. <u>AOB</u></b>	

**Date of next meeting: TBA**