



Clare Town Hall Committee AGENDA

Friday 1st February 2019 Stan Scott Meeting Room 9am

1. WELCOME:

2. PRESENT:

3. APOLOGIES:

4. ACCEPTANCE: Minutes of previous meeting held 5th December 2018 (as emailed)

5. MATTERS ARISING FROM MINUTES –

- a. Adoption of Terms of Reference as supplied by Lol and circulated
- b. Christmas Tree display plans
- c. Five Year Plan
- d. Planning for a similar event to the Afternoon Soiree in Spring

6. REPORT FROM CARETAKER: Jen, Town Hall Caretaker

7. CORRESPONDENCE

IN- SA Heritage Grants Program (Lol Hill CGVC)

OUT-

8. REPORTS

- a) Financials
- b) Statistics
- c) Other

9. MAINTENANCE / PURCHASES

- a) Carpet – Function Room – condition?
- b) Kitchen shelving – CMF – update
- c) Additional handrails from landing to top floor – update
- d) Stone Work north and east walls

10. PROJECT LIST - PROGRAM OF PLANNED IMPROVEMENT (Items remain on list until completed)

- Clean up and paint the behind stage storage area (the original supper room) – Jen has done a lot
- Additional rail on each of the upper stairs in foyer
- Lift to enable access to the second floor (currently History Collection)
- Kitchen floor – resurface
- Replace carpet in Function Room
- Lectern

11. GENERAL BUSINESS

1. Quiz Night possible date Friday 29th March

2. Lectern

3. Projector – Stan Scott Room.

4.

12. TEA TOWEL ROSTER – Jan/Feb – Helen, March – Claire, April – David.

13. DATE OF NEXT MEETING