

Weston on the Green Memorial Village Hall  
c/o 14 Knowle Lane  
Weston on the Green  
Oxon  
OX25 3QJ

11<sup>th</sup> October 2020

Dear Parish Council

**RE: Weston on the Green Parish Council- Donations to local causes**

I am writing on behalf of the Village Hall Committee and would ask if the following could be considered regarding the donations fund operated by the Parish Council.

The Village Hall Committee would like to replace the fire door leading from the main hall into the kitchen. The current door is over forty years old and we would like to replace it with a fire door with an oak finish and a clear vision panel. The new fire door would also be fitted with smoke seals. Not only would this fire door meet the current legislation but it would also be more aesthetically pleasing – we have made several upgrades to the hall in recent years making this original fixture look very dated and out of place.

We have had quotes for this work and I attach the quote of the provider we would like to use.

If possible, would the Parish Council consider donating 50% of the cost of the new door for the Village Hall. The Village Hall would meet the remainder of the price.

Yours sincerely,

Andrew Wilson  
Chairman