

BURSTWICK PARISH COUNCIL

Burstwick Village Hall Clerk: Mr A James

Tel No: 07938 289363

Email: villagehall@burstwickpc.co.uk

To members of the Burstwick Village Hall Committee

You are requested to attend a committee meeting at Burstwick Village Hall on 12th August 2020 at 7.30pm to transact the following business.

Andy James Village Hall Clerk Issued on: 6th August 2020

AGENDA

- 2020/08/01 To note apologies for absence
- 2020/08/02 Members to disclose their interests in matters to be discussed
- 2020/08/03 To confirm the minutes of the meeting held on 27th July 2020
- 2020/08/04 Clerk and Committee member updates
- 2020/08/05 To discuss hand sanitisers for village hall
- 2020/08/06 To discuss progress on plan to reopen village hall
- 2020/08/07 To discuss quotes for village hall garden sign
- 2020/08/08 To discuss quote for repair to guttering
- 2020/08/09 To discuss sponsored walk by the fund raising committee
- 2020/08/10 Update on repairs / maintenance / Health & Safety
- 2020/08/11 To receive financial update on YTD income and expenditure
- 2020/08/12 Agree schedule of payments and receipts
- 2020/08/13 Items for next meeting

The next meeting of Burstwick Village Hall Management Committee will be on Wednesday 28th October 2020 at Burstwick Village Hall.