

BURSTWICK PARISH COUNCIL

Burstwick Village Hall Clerk: Mr A James

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To members of the Burstwick Village Hall Management Committee

You are requested to attend a committee meeting on the 27th October 2021 at 7.30pm to transact the following business.

Andy James Village Hall Clerk Issued on: 21st October 2021

AGENDA

- 2021-10-01 To note apologies for absence.
- 2021-10-02 Members to disclose their interests in matters to be discussed.
- 2021-10-03 To confirm the minutes of the meeting held on 28th July 2021.
- 2021-10-04 Clerk and Committee member updates.
- 2021-10-05 Revisit Fundraising for Village Hall.
- 2021-10-06 Revisit updated hire agreement form.
- 2021-10/07 Update on Toilet Refurbishment.
- 2021-10-08 To agree dates for Village Hall meetings 2022.
- 2021-10-09 To discuss Hallmark 1 quality standards for Village Halls.
- 2021-10-10 To discuss barbeques held on Festive Field.
- 2021-10-11 To discuss HSBC UK changes to Charitable bank account.
- 2021-10-12 To discuss payment method for suppliers.
- 2021-10-13 To discuss options to protect radiator in storeroom.
- 2021-10-14 Update on repairs / maintenance / Health & Safety.
- 2021-10-15 To receive financial update on YTD income and expenditure.
- 2021-10-16 Agree schedule of payments and receipts.
- 2021-10-17 Items for next meeting.

The next meeting of Burstwick Village Hall Management Committee is Monday 13th December 2021