

BURSTWICK PARISH COUNCIL

Burstwick Village Hall Clerk: Mr A James

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To members of the Burstwick Village Hall Committee

You are requested to attend a committee meeting at Hare & Hounds on 29th July 2019 at 7.30pm to transact the following business.

Andy James Village Hall Clerk Issued on: 23rd July 2019

AGENDA

- 2019/07/01 To note apologies for absence
- 2019/07/02 To agree co-opt of Gentle Exercise Group representative to VHMC
- 2019/07/03 Members to disclose their interests in matters to be discussed
- 2019/07/04 To confirm the minutes of the meeting held on 24th April 2019
- 2019/07/05 Matters arising from the minutes
- 2019/07/06 Clerk and Committee member updates
- 2019/07/07 Update on village hall ceiling leaks
- 2019/07/08 To discuss costs for a village hall newsletter supplement
- 2019/07/09 To agree online banking facility, credit card for purchases and village hall clerk expenditure limit for emergency items relating to Health & Safety
- 2019/07/10 To discuss costs for hire of skip
- 2019/07/11 To discuss new chairs for village hall
- 2019/07/12 To discuss existing village hall hire rates
- 2019/07/13 To discuss possibility of new user group
- 2019/07/14 Update on grant proposal for the Gentle Exercise Group
- 2019/07/15 Update on repairs / maintenance / Health & Safety
- 2019/07/16 Agree schedule of receipts and payments
- 2019/07/17 Items for next meeting

The next meeting of Burstwick Village Hall Management Committee will be confirmed at a later date