



Mrs Tracey Davidson
9 Bramley Grove
Bluntisham
PE28 3XG

07725 308115
Email: bluntishamclerk@gmail.com

To all members of the Hall Management Committee

You are hereby summoned to attend a meeting of the Village Hall Management Committee at the Village Hall, Mill Lane, Bluntisham, on Wednesday 4th May 2016, at 8.00 pm for the purpose of transacting the following business:

Members of the public are invited to address the Committee during the Open Forum from 8.00 – 8.15 pm.

AGENDA

- 1 Declaration of Interest for items on the Agenda
- 2 Apologies for absence
- 3 Minutes of the meeting dated 15th February 2016 to be approved and signed
- 4 Matter arising from previous minutes
- 5 Community Event 2016
- 6 Village Hall Brochure – approve draft
- 7 Pitch maintenance
- 8 Dishwasher service/replacement
- 9 Advert – Party in the Park
- 10 Finance:
 - FY2015/16 – review bookings v cost of year to date
 - FY 2016/17 – review bookings v cost of year to date
 - FY2015/16 – review enquiries v bookings taken
 - FY 2016/17 – review enquiries v bookings taken
- 11 Any other matters for consideration
- 12 Date of next meeting

Signed

Tracey Davidson
Parish Clerk