



Mrs Tracey Davidson
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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 Monday 14th December 2015, 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

- 904** Declaration of Interest for items on the Agenda
- 905** Apologies for absence
- 906** Minutes of the meeting dated 26th October 2015 to be approved and signed
- 907** Matter arising from previous minutes
- 908** Hall Maintenance
 - Internal painting – disabled toilet, changing rooms, rear foyer
 - Hedge & flowerbeds – agree ongoing maintenance
 - Floor
 - CCTV
- 909** Parish Canopy review quotes
- 910** Community Event 2016
- 911** Health & Well being event – 2016
- 912** Hall Hire Agreement & deposits
- 913** Hall Hire – wedding brochure
- 914** Finance:
 - a) FY2015/16 – review bookings v cost of year to date
 - b) FY2015/16 – review enquires v bookings taken
- 915** Any other matters for consideration
- 916** Date of next meeting

Signed

Tracey Davidson
Parish Clerk