



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 15<sup>th</sup> June 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**

- 856 Election of Chairman
- 857 Declaration of Interest for items on the Agenda
- 858 Apologies for absence
- 859 Minutes of the meeting dated 9<sup>th</sup> March 2015 to be approved and signed
- 860 Matter arising from previous minutes
- 861 Over 60's hall hire
- 862 Finance:
  - a) FY 2015/16: review bookings v. cost for year to date
- 863 Village Hall Enquiries v Bookings taken
- 864 Hall Maintenance
  - a) Under floor heating – quote
  - b) Deep clean - kitchen
- 865 Village Hall Management:
  - a) Electricity survey
  - b) Coffee Machines
  - c) Picnic benches – agree location
- 866 Village Hall Terms of Reference
- 867 Hall key holders
- 868 Update on WW2 event
- 869 Any other matters for consideration
- 870 Date of next meeting

Signed.....

Parish Clerk