



WINTERTON-ON-SEA VILLAGE HALL

Chairman: Chris Barlow (Tel: 01493 393674)

Clerk to the Council: Mrs Catherine Moore BSc FSLCC
Jubilee Farm, Fleggburgh Road, Rollesby, Norfolk NR29 5HH
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VILLAGE HALL MANAGEMENT COMMITTEE

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a meeting of Winterton-on-Sea Village Hall Management Committee at 11am on Tuesday 18th September 2018 at Winterton Village Hall.

Catherine Moore - Parish Clerk

12th September 2018

The business to be transacted at the meeting is as follows:-

1. **Attendance and Apologies for Absence**
2. **Declarations of interest for items on the agenda**
3. **Minutes of the meeting held on 14th August 2018**
4. **Matters arising from the minutes (where not listed elsewhere on the agenda)**
5. **Hall Promotion - Update**
6. **Finance**
 - a. Receipts, Payments and Bank Reconciliation August 2018
 - b. Payments for Approval
 - c. Transfer to Unity Trust Bank
7. **Maintenance and Risk Assessment**
 - a. Future Plans
 - b. In Bloom Hose Reel - Update
 - c. Regular Maintenance - Update
8. **Recap on Late Summer Fayre**
9. **Future Events**
 - a. Salvation Army Collection
 - b. Christmas Faye
 - c. Fundraising Events - General
10. **Any Other Business**
 - a. Norfolk Community Foundation Grant Monitoring Report
11. **Date of Next Meeting**