



WINTERTON-ON-SEA VILLAGE HALL

Chairman: Mr Eric Lund

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

NOTICE OF MEETING AND SUMMONS TO ATTEND

You are hereby summoned to attend a meeting of Winterton-on-Sea Village Hall Committee at 11am on Tuesday 18th June 2019 at Winterton Village Hall.

Catherine Moore - Parish Clerk

12th June 2019

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 21st May 2019**
4. **Matters arising from the minutes (where not listed elsewhere on the agenda)**
 - a. Notice board access - update
 - b. Cadets noise - update
5. **Finance**
 - a. Village Hall Accounts
 - b. Payments for Approval:

i. V Parker	Cleaning	£58.50
ii. Wave	Water	£55.59
iii. Keith Jones	Window Cleaning	£11.00
iv. Winterton Carers	Refund - Hall Hire	£84.00
6. **Maintenance and Risk Assessment**
 - a. Regular maintenance - any new requirements
 - b. Fixed wire inspection - update
 - c. Fire door
7. **Events and Fundraising**
 - a. Report from the Fundraising Co-ordinator
 - b. Future events
 - i. Late Summer Fayre & Dog Show
 - ii. Garage Sale
 - iii. Christmas Fayre
 - iv. Salvation Army Collection
8. **Ongoing Matters**
 - a. Revised hire costs - review impact of new charges
 - b. Cleaning contract / employment
 - c. Overnight groups - insurance and policy
 - d. Premises License
9. **New Matters**
 - a. Review hiring terms and conditions
10. **Date of Next Meeting: Tuesday 16th July 2019, 11am, Winterton Village Hall**