



WINTERTON-ON-SEA VILLAGE HALL

Chairman: VACANT

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 21st May 2019 at Winterton Village Hall.

Catherine Moore - Parish Clerk

16th May 2019

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

1. **Election of Chairman**
2. **Election of Vice Chairman**
3. **Attendance and Apologies for Absence**
4. **Declarations of interest for items on the agenda**
5. **Minutes of the meeting held on 16th April 2019**
6. **Matters arising from the minutes (where not listed elsewhere on the agenda)**
 - a. Notice board access
 - b. Cadets noise - update
 - c. Mobile phone for bookings
 - d. Implementation of revised hire costs
7. **Hall Promotion - Update**
8. **Finance**
 - a. Village Hall Accounts
 - b. Payments for Approval:
 - i. V Parker Cleaning £58.50
9. **Maintenance and Risk Assessment**
 - a. Regular Maintenance
 - b. Fixed wire inspection
10. **Future Events**
 - a. Future events (Garage Sale / Late Summer Fayre)
 - b. Fundraising co-ordinator role
11. **Any Other Business**
 - a. Mouse issue
 - b. Storage units
 - c. General running of the Village Hall
 - d. Frequency of Village Hall Committee meetings
12. **Date of Next Meeting: Tuesday 18th June 2019, 11am, Winterton Village Hall**