

## Buxhall Village Hall Management Committee

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**There will be a meeting of the Buxhall Village Hall Management Committee at  
Buxhall Village Hall on Tuesday 16 June 2015 at 7.30pm.**

### Trustees

Hubert Mitson	Chair
Keith Proctor	Vice Chair
Arthur Hicks	Hon. Secretary
Trevor Taylor	Hon. Treasurer
Betty Steed	
Sarah Clark	
Mim Proctor	
Peter Jordan	

### Representative Members

Val Lord	Buxhall Women's Institute
Jill Reed	Buxhall Parochial Church Council

*Quorum:* Three members

## A G E N D A

Time		Paper
7.30 pm	1. <b>Apologies for Absence / Welcome</b>	
	2. <b>Declarations of Interest</b> <i>Any person having an interest in any matter on the Agenda is required to declare such.</i>	
	3. <b>Minutes of the previous meeting</b> To receive and approve the Minutes of the meeting held on the 14 April 2015	<b>28</b>
	4. <b>Matters Arising</b> To consider any matters arising from those minutes	
	5. <b>Secretary's Report</b> To receive an update	<b>29</b>
	6. <b>Treasurers Report</b> To receive a report; and accounts year to 06 June 2015	<b>30</b>
	7. <b>Correspondence</b> To consider any correspondence	
	8. <b>Annual Meeting Small Society Lottery (Little Ernie)</b> To receive a report	<b>31</b>
	9. <b>Any Other Business</b> To consider any other matters of URGENT business	
	10. <b>Date and Time of Next Meeting</b> To note the dates of next meetings of the Committee as Tuesday 11 August 2015 at 7.30pm	