

Buxhall Village Hall Management Committee

**There will be a meeting of the Buxhall Village Hall Management Committee at
Buxhall Village Hall on Tuesday 08 December 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. Apologies for Absence / Welcome	
	2. Declarations of Interest <i>Any person having an interest in any matter on the Agenda is required to declare such.</i>	
	3. Minutes of the previous meeting To receive and approve the Minutes of the meeting held on the 13 October 2015	38
	4. Matters Arising To consider any matters arising from those minutes	
	5. Secretary's Report To receive an update	39
	6. Treasurers Report To receive a report; and accounts year to 30 November 2015	40
	7. Correspondence To consider any correspondence CAS Newsletter	
	8. WI Storage To consider a request from the WI for a storage facility in the hall.	
	9. Honorarium To consider honorariums for services voluntarily rendered for: <ul style="list-style-type: none">• Grass and hedge cutting• Electric work	

10 Any Other Business

To consider any other matters of URGENT business

11 Date and Time of Next Meeting

To note the dates of next meetings of the Committee as Tuesday 09 February 2016 at 7.30pm

Arthur Hicks Secretary

November 2015