

SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751

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Dated this day 5th August 2020

Kelly Pickard

(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on **Monday 10th August 2020 at 7pm via Microsoft Teams.**

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Microsoft Teams and if any members of the public or press wish to attend, please contact the Clerk no later than 12 noon on Monday 10th August 2020 and an invitation to join the Teams meeting will be sent to you.

The public and press will be able to address the Council during the Public Participation session. Any member of the public wishing to speak must give notice to the Clerk by 12 noon on Monday 10th August 2020. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.

Questions from the Public

Business to be Transacted

1. To Receive Apologies for Absence
2. To Receive Declarations of Interest
3. Minutes of 13th July 2020 to be Agreed and Signed
4. Matters Arising from the Minutes of 13th July 2020 (for information only)
5. Finance
 - a. To Receive Finance Report and Consider any Recommendations
 - b. Accounts to Approve for payment

Payee	Description	Type	Amount
Viridor	Waste collection	Direct debit	awaiting invoice
Barclaycard	Rates	Direct debit	£18.00
TV Licence	Monthly	Direct debit	£13.20
Swalec	Electricity	Direct debit	£437.00
Ansvar Insurance	Village Hall Insurance	Direct debit	£131.94
O2	Mobile phone bill	Direct debit	£17.81
	TOTAL		£617.95

- c. Staff Payments Made (4th July – 3rd August)
 - d. To Receive an update on the Internal Audit
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- 6. To Receive a Report into the Maintenance of Swanton Morley Village Hall and Agree Actions Necessary for Improvements and Health and Safety Compliance
 - 7. To receive an update on the closure of the Village Hall due to COVID-19
 - 8. To Receive an Update on the Transfer of Land at Swanton Morley Village Hall
 - 9. To Receive any Correspondence Relating to the Village Hall

Meeting to Be Suspended for Further Time Allocated to the Public

- 10. To Request Items for the Next Agenda
- 11. To Agree Date and Time of Next Meeting as Monday 14th September at 7pm

A MEETING OF SWANTON MORLEY PARISH COUNCIL WILL FOLLOW THIS MEETING