

# SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751

Manns Lane, Swanton Morley, Norfolk, NR20 4NP

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Dated this day 9<sup>th</sup> August 2023

*Kelly Pickard*

(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on 11<sup>th</sup> September 2023 at Swanton Morley Village Hall at 7pm.

## Business to be Transacted

1. To Receive Apologies for Absence
2. To Receive Declarations of Interest
3. To agree and sign the minutes of the Village Hall Trust meeting held on 14<sup>th</sup> August 2023
4. To receive matters arising from the minutes of 14<sup>th</sup> August 2023
5. Finance
  - a. Accounts to approve for payment

Payee – September 2023	Description	Type	Amount
O2	Phone bill	Direct debit	£29.71
Breckland Council	Business Rates	Direct debit	£44.00
Eon	Electricity	Direct debit	£650.52
TV Licence	TV Licence	Direct debit	£13.25
Ansvar Insurance	Village Hall Insurance	Direct debit	£158.67
Biffa	Waste contract	Direct debit	£117.40
Premier Parties	Bouncy Castle	BACS	£150.00
Dereham Electrical	Electrical testing	BACS	£595.00
		<b>Total</b>	<b>£1758.55</b>

## b. To agree the Village Hall paying for the grass cutting of the Village Hall field

6. To receive an update on the maintenance of the Village Hall and agree any actions necessary.
  - i. To agree the specification for the replacement lights at the Village Hall following funding approval
  - ii. To receive an update on the installation of the new heating system
  - iii. To approve the purchase and installation of a new oil tank
7. To receive any correspondence relating to the Village Hall
8. To request items for the next agenda
9. To agree the date and time of the next meeting to be held on 9<sup>th</sup> October 2023