

SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751

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Dated this day 7th June 2023

Kelly Pickard

(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on 12th June 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 5th June 2023**
- 4. To receive matters arising from the minutes of 5th June 2023**
- 5. Finance**
 - a) To receive a quotation for a replacement fire alarm panel
 - b) To receive a quotation for lockable bins
 - c) To receive a quotation for replacement double glazed panes for the main hall
 - d) To receive a quotation for a replacement dishwasher
 - e) To receive a quotation for a replacement glass washer
 - f) To receive a quotation for a replacement electric cooker
 - g) To receive a quotation to repair the shower wall
 - h) To receive an update on the waste contract
 - i) To receive an up-to- date income report
- 6. To agree the Village Hall budget for 2023/2024**
- 7. To discuss the Village Hall Trust paying the Parish Council for the grass cutting of the playing field**
- 8. To receive any correspondence relating to the Village Hall**
- 9. To request items for the next agenda**
- 10. To agree the date and time of the next meeting to be held on 14th August 2023**