

General meeting of the Castlethorpe Village Hall Committee
to be held on Tuesday 16th June 2015 at 7.30 p.m. in the Cricket pavilion

AGENDA

Dear Parishioners

A General Meeting of the Castlethorpe Village Hall Committee will be held, on the above date & time, in the cricket pavillion, when the business set out below will be transacted.

There will be an Open Forum if needed before commencement of the meeting proper (15 minutes provided).

Steve Bradbury

Clerk to the Parish Council
(01908 337928 or clerk.castlethorpe@gmail.com)

11 June 2015

PART 1

- 1 TO RECEIVE APOLOGIES FOR ABSENCE**
- 2 TO ELECT A CHAIRMAN**
- 3 TO ELECT A VICE CHAIRMAN**
- 4 TO ELECT A MEMBER TO FULFIL THE ROLE OF 'PROPER OFFICER' WITH REGARD TO THE VILLAGE HALL COMMITTEE**
- 5 TO CO-OPT NON-VOTING COMMITTEE MEMBERS FROM THE VILLAGE HALL USERS GROUPS**
- 6 TO RECEIVE DECLARATIONS OF INTEREST** by Members in any of the agenda items below
- 7 MINUTES OF THE LAST MEETING AND MATTERS ARISING FROM THE MINUTES**
 - 7.1 Inaugural meeting of new VH Committee hence no previous minutes. Minutes of previous committee's AGM of 23rd April 2015 to be noted.
- 8 TO CONSIDER RESOLUTIONS:**
 - 8.1 To consider & agree to a public excluded part 2 of the meeting to discuss matters in accordance with Section 100(A) (4) of the Local Government Act 1972, as defined in paragraphs 1 of Part 1 of Schedule12A to the Act
 - 8.2. To accept Terms of Reference extracted from Parish Council's Standing Orders issue 2015-v1 **(circulated prior to meeting)**
 - 8.3. To prepare and maintain an inventory of Village Hall assets (M. Wilson)
 - 8.4 To review work done on the Village Hall thus far and to identify new work required for the immediate future (G. Sweetland)
 - 8.5. To consider Health & Safety requirements for the Village Hall (J. Foakes)
- 9 TO CONSIDER FINANCIAL MATTERS**
 - 9.1 End of 2014/15 financial report **(circulated prior to meeting)**
- 10 ANY OTHER BUSINESS** (for noting, or for inclusion on a future agenda)
- 11 FUTURE MEETINGS:** Date for next meeting

CASTLETHORPE PARISH COUNCIL

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PART 2

12 TO RECEIVE DECLARATIONS OF INTEREST by Councillors in any of the agenda items below

13 TO CONSIDER RESOLUTIONS

13.1. To review cleaner/caretaker's contract (**circulated prior to meeting**)