

I hereby give notice that,
**A meeting of the Papworth Everard Parish Council Village Hall
Committee will be held on
Tuesday 21st October at 19.00
in the Parish Council meeting room
at Upper Pendrill court**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the meeting as set out hereunder

Members of the press and public are welcome to attend the meeting except for any specific item labelled as confidential. The press and public may not speak whilst the meeting is in session unless invited to participate considering the nature of the meeting.



Tess Rogers - Clerk
16.10.2014

AGENDA

- 1 Apologies for absence
- 2 Declaration of pecuniary interests
- 3 To confirm and approve the minutes of the meeting held on the 4th June 2014.
- 4 To confirm that the parish council will undertake the management of the hall, once it is handed back from the contractors, until a management committee consisting of hall users and parishioners can be assembled.
- 5 To compare the quotes received for the stage curtaining and hall blinds and if possible to agree upon the supplier to be used.
- 6 To confirm and approve the cost of ordering the tables, chairs and storage trolleys.
- 7 To confirm and approve the cost of ordering the crockery, cutlery, utensils etc.
- 8 To finally approve the hire charges for the hall, north hall and meeting room.
- 9 To consider the draft budget for the hall for 2015.
- 10 To decide if a New Year's Eve event will take place in the hall on the 31st December 2014.
- 11 Matters for future consideration.

Close of meeting