

# PAPWORTH EVERARD PARISH COUNCIL

Papworth Village Hall, Ermine Street South, Papworth Everard CB23 3RD

## VILLAGE HALL COMMITTEE

A meeting of the Village Hall Committee will be held on  
**Tuesday 20 June 2017 at 7.30pm**  
in the **Seminar Room, Papworth Village Hall, Papworth Everard, CB23 3RD**

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.

**Sarah Cruse - Clerk**  
**15/06/17**

### AGENDA

- VH 58/06-17 Apologies for absence**
- VH 59/06-17 Declaration of pecuniary interests.**
- VH 60/06-17 To confirm and approve the minutes of the meeting held 18 April 2017**
- VH 61/06-17 Actions List**  
To review outstanding actions
- VH 62/06-17 Matters arising or carried forward from previous meetings.**
- VH 63/06-17 Report by the Village Hall Bookings clerk on recent and future bookings**
- VH 64/06-17 To agree the updated Terms & Conditions for bookings and decide upon a method of charging a rolling deposit for regular bookings.**
- VH 65/06-17 To consider a proposal the use Hall Master system to manage the Village Hall bookings & invoicing and agree to pay associated costs**
- VH 66/06/17 To review quotes received and agree a contractor to undertake redecoration of the Hall and public areas**
- VH 67/06-17 To agree a sum for purchase of bedding plants for the front planters**
- VH 68/06-17 Suggestions for matters for future consideration.**
- VH 69/06-17 Next Meetings**
  - VH 69/06-17.1 Date of next meeting: Tuesday 18 July 2017
  - VH 69/06-17.2 To agree a proposal to reschedule the meeting on 17 October to 24 October 2017

**Close of meeting**

**Signed:** ..... **Date:** .....