

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 19 June 2018 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
13/06/2018

AGENDA

- VH 67/06-18 Apologies for absence**
- VH 68/06-18 Declaration of pecuniary interests.**
- VH 69/06-18 To confirm and approve the minutes of the meeting held 15 May 2018**
- VH 70/06-18 Actions List**
To review and agree actions for outstanding items
- VH 71/06-18 Matters arising or carried forward from previous meetings**
- VH 72/06-18 Village Hall Bookings**
To receive a report by the Village Hall Bookings Clerk on recent and future bookings
- VH 73/06-18 To expand on ideas for marketing the Village Hall**
- VH 74/06- 18 Building Management System**
VH 74/06-18.1 To review the report provided by Demma Services following inspection of the Building Management System
VH 74/06-18.2 To consider appointing Demma Services to undertake an annual maintenance contract for the BMS
- VH 75/06-18 To review the amendments to the Terms and Conditions documents (in progress)**
- VH 76/06-18 Village Hall Maintenance**
To receive an update on any maintenance issues and to consider and authorise repairs as necessary
- VH 77/06-18 Matters for future consideration**
- VH 78/06-18 Date of next meeting: Tuesday 17 July 2018**

Close of meeting

Signed: **Date:**