



# Barsham & Houghton Village Hall Committee Annual General Meeting Agenda

Monday 20 July 2020 at 7pm

Barsham & Houghton Village Hall

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1. Welcome by the Chairman and consider any apologies for absence
2. To elect Chairman
3. To appoint a Treasurer
4. To appoint a Secretary
5. To discuss and approve minutes of meeting held on the 18 May 2020
6. Report from the Treasurer & Financial Matters
7. Village Hall Bookings & Events
  - 7.1 Valuation Day
8. Discuss and hall maintenance required
9. Consider correspondence
10. AOB

Secretary: .....*JBond*..... Date...*13<sup>th</sup> July 2020*.....