**Church Broughton Community Hall Management Committee**

**AGENDA**

**Monday June 5th 2023 10.00-12.00pm**

1. **Welcome and attendance**
2. **Apologies received**
3. **Approval of previous minutes**
4. **Incidents reported**
5. **Finance report -Monthly bookings**

**Revenues**

**Costs incurred**

**Remaining budget**

**Electricity**

**Petty cash and expenses**

1. **Review of action plan from previous minutes**
2. **Joined up planning for activities and events**
3. **Advertising and Marketing**
4. **Any other business**
5. **Date, time and place of next meeting**