

**Church Broughton Community Hall Management Committee**

**AGENDA**

**Tuesday July 18<sup>th</sup> 2023 13.30-15.30pm**

- 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**
- 6. Review of action plan from previous minutes**
- 7. Any other business**
  - Outside lights adjustment**
  - Parking**
- 8. Date, time and place of next meeting**