

**Church Broughton Community Hall Management Committee**

**AGENDA**

**Wednesday January 17th 2024 13.30-15.30pm**

- 1. Welcome and attendance**
- 2. Apologies received**
- 3. Approval of previous minutes and matters arising**
- 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. Update from Village Shop rep**
- 8. Update from refurbishment group rep**
- 9. Treasurer and Chairman vacancies**
- 10. Any other business**
- 11. Date, time and place of next meeting**