

# OVING VILLAGE HALL TRUST

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**Oving Village Hall Management Committee Meeting**  
**You are invited to attend the committee meeting on**  
**Monday 28<sup>th</sup> September 2015,**  
**at The Village Hall, Oving, at 7.45pm to conduct the following business**

*Sue Severn*

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Sue Severn, Oving Parish Clerk, 22<sup>nd</sup> September 2015

## **AGENDA**

1. Apologies for absence
2. Declarations of interest in items
3. Changes to management committee  
Appointment of Cllr Richard Devas to Management Committee  
Resignation of Maxine Myatt
4. Progress reports:
  - Events & fundraising – MP
  - Marketing & website – BM
  - Bookings – LN
  - Housekeeping – DHJ
  - Building & maintenance – JP
  - Business plan & budget – MC
  - Fire & safety – AB
5. Charity status and finance:
  - Update on Trust status, change in trustees – SS
  - Finance report to 30<sup>th</sup> August 2015 - SS
6. Date of next meeting: