

NOTICE OF MEETING OF UNSTONE COMMUNITY HALL MANAGEMENT COMMITTEE

Date: 15th September 2019

To: The Chairman and Members of Unstone Parish Council

Dear Councillor,

You are summoned to a Meeting of Unstone Community Hall Management Committee to be held at 7.00 pm on Thursday 19th September at the Moorland View Elderly Peoples Club, Apperknowle.

Members are asked to sign the attendance sheet for the meeting. This will be available from the Clerk.

The agenda is set out below.

Yours sincerely,



Jacqueline Clayton
Parish Clerk

AGENDA

- 1 To receive Apologies for Absence.
- 2 To agree any variation of Order of Business.
- 3 Declaration of Members Interests.
- 4 Public Speaking
A period of not more than fifteen minutes will be made available for Members of the Public and Members of the Council to comment on any matter.
- 5 To confirm the Minutes of the Committee Meeting held on 20th June 2019
- 6 Vice Chair - signing of Acceptance of Office documentation
- 7 Google reviews update
- 8 Responsible Finance Officer's Report to the Committee.
- 9 Caretakers Report to the Committee.
- 10 To confirm date and time of next meeting as 7.00 pm Thursday 14th November 2019.
- 11 To note any items for the next CHMC Meeting Agenda.