SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751
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Dated this day 4th November 2020

Kelly Pickard
(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on Monday 9th November 2020 at 7pm.

Under the Coronavirus Act, the Secretary of State has published meeting regulations which remove the requirement to hold annual meetings and allow virtual meetings up to 7 May 2021. These are contained in The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Accordingly, this meeting will be held virtually via Microsoft Teams and if any members of the public or press wish to attend, please contact the Clerk no later than 12 noon on Monday 9th November 2020 and an invitation to join the Teams meeting will be sent to you.

The public and press will be able to address the Council during the Public Participation session. Public Participation will be limited to 15 minutes, with three minutes allowed per speaker. Our Standing Orders do not permit members of the public and press to take part in the debates.

Questions from the Public

Business to be Transacted

1. **To Receive Apologies for Absence**
2. **To Receive Declarations of Interest**
3. **Minutes of 12th October 2020 to be Agreed and Signed**
4. **Matters Arising from the Minutes of 12th October 2020 (for information only)**
5. **Finance**
   a. To Receive Finance Report and Consider any Recommendations
   b. Accounts to Approve for payment

Payee	Description	Type	Amount
Viridor	Waste collection	Direct debit	£120.81
Barclaycard	Rates	Direct debit	£42.00
TV Licence	Monthly	Direct debit	£13.20
Swalec	Electricity	Direct debit	£437.00
Ansvar Insurance	Village Hall Insurance	Direct debit	£131.94
Cooks Blinds	Replacement blinds	BACS	£600.00
Matt Neave	Drainage works – Village Hall carpark	BACS	£620.00
Wave	Water bill	BACS	£159.18
Jewson	Metpost (Caretaker)	BACS	£45.70

	TOTAL		**£2169.83**

c. Staff Payments Made (4th October – 3rd November)

6. **To Receive a Report into the Maintenance of Swanton Morley Village Hall and Agree Actions Necessary for Improvements and Health and Safety Compliance**
   i. To Receive an update for the drainage work in the Village Hall car park
   ii. To Receive a report on the Manns Lane field

7. **To receive an update following the closure of the Village Hall and agree any actions necessary**

8. **To Receive any Correspondence Relating to the Village Hall**

9. **To Agree a Date and Time for the Finance and Governance Working Group to meet to discuss the Standing Orders and Financial Regulations for the Village Hall**

Meeting to Be Suspended for Further Time Allocated to the Public

10. **To Request Items for the Next Agenda**

11. **To Agree Date and Time of Next Meeting as Monday 14th December at 7pm**

A MEETING OF SWANTON MORLEY PARISH COUNCIL WILL FOLLOW THIS MEETING