

Sweffling Village Hut Committee Agenda
Tuesday 16th May 2023 7.30 pm - 8.30 pm

1. Chairs Welcome
2. Apologies for absence
3. Approve and sign the minutes of the last meetings as true and correct
4. [Election of Officers & Working group leaders]
5. Actions and matters arising from the last meeting
 - a. [MSm / JT / LPM / JS] Charity sub-committee to look into the work needed to go back onto the charities register and constitution
 - b. [LPM] Book Great War Huts to see the Hut.
 - c. [LPM] Continue researching grants / apply for those relevant
 - d. [Outstanding] Hot water system, roof repairs
 - e. [LPM] to look into the hourly cost of local village halls
 - f. [LPM] to look up how much it costs to run the hut for an hour on the current electricity tariff.
6. Treasurer's update (Receipts, Expenditure and Budget position)
7. Working group updates
 - a. Constitution, charity, policies & grants (MSm, JT, LPM & JS)
 - b. Premises & Maintenance (LPM, JS & AG)
 - c. Events, Hire & Advertising (JA, MW, MS & SA)
 - d. Kitchen Management (MW, MS, JA & AG)

8. Any other business

a. Jill Sedge Safe Guarding

b. Hugge at the Hut review

9. Summary of actions

10. Date of next meeting

11. End meeting