

17 March 2017

Dear Member

The next meeting of the Armstrong Hall Management Committee will be held in the **COMMITTEE ROOM at the ARMSTRONG HALL** on **THURSDAY 23rd March 2017** commencing at **7.30 pm**

Yours sincerely,



Clare Nelmes, Secretary and Hall Manager

AGENDA

1. To receive any apologies for absence
2. To receive any representations from the public or hirers
3. To approve the report of the Management Committee meeting of 9 February 2017 and consider any matters arising from them not covered by another agenda item.
4. To receive the minutes of the Trust meeting held on 21 March 2017 (to be tabled)
5. To consider matters relating to Armstrong Hall finances:
 - a. To approve accounts for payment (to be tabled)
 - b. To receive the financial statement for February 2017
 - c. To receive an update on fundraising and donations
8. To consider an update from the Hall Manager on any operational and maintenance issues:
 - a. To consider a quotation to extend CCTV coverage of the Hall Complex
 - b. To approve works necessary to the Hall Complex Fire Safety system
 - c. To consider any other operational and maintenance issues
9. To receive an update from the Hall Manager on the redevelopment project
10. To consider any correspondence received or other urgent business

BACKGROUND PAPERS

The following are circulated with or have been previously circulated and form part of this agenda:-

- (a) Report of the Armstrong Hall Management Meeting of 9.2.17
- (b) Minutes of the Armstrong Hall Trust Meeting of 21.3.17 (to be tabled)
- (c) Accounts for Payment (to be tabled)
- (d) Financial Statement February 2017