

9th June 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 15th June 2017** commencing at **7.30 pm**

Yours sincerely,



Clare Nelmes, Hall Manager

AGENDA

1. To receive any apologies for absence
2. To receive any representations from the public or hirers
3. To Elect the Vice Chair for the ensuing year
4. To approve the report of the Management Committee meeting of 4 May 2017 and consider any matters arising from them not covered by another agenda item.
5. To receive the minutes of the draft Trust meeting held on 13th June 2017 (to be tabled)
6. To receive the draft minutes of the Hall Advisory meeting held on 7th June 2017 (to be tabled)
7. To consider matters relating to Armstrong Hall finances:
 - a. To approve accounts for payment
 - b. To receive the financial statement for April & May 2017
 - c. To receive accounts summary for 2016/17
 - d. To receive an update on fundraising and donations
8. To receive an update from the Hall Manager on any 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 4.5.17
- (b) Minutes of the Armstrong Hall Trust Meeting of 13.6.17 (tabled)
- (c) Minutes of Hall Advisory Meeting of 7.6.17 (tabled)
- (d) Accounts for Payment (to be tabled)
- (e) Financial statements for April and May 2017
- (f) Accounts summary for 2016/17