

29 September 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 5<sup>th</sup> OCTOBER 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 approve the report of the Management Committee meeting of 31 August 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 3<sup>rd</sup> October 2017 (to be tabled)
5. To receive an update from the Hall Manager on the redevelopment project and the recent consultation
6. To consider matters relating to Armstrong Hall finances:
  - a. To approve accounts for payment (to be tabled)
  - b. To receive the financial statement for August 2017
  - c. To receive an update on fundraising and donations
7. To receive an update from the Hall Manager on any operational and maintenance issues
8. 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 31.8.17
- (b) Minutes of the Armstrong Hall Trust Meeting of 3.10.17 (tabled)
- (c) Accounts for Payment (to be tabled)
- (d) Financial statements for August 2017