

**CHORLEYWOOD PARISH COUNCIL**

**THE CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE**  
**TUESDAY 28<sup>th</sup> JULY 2009 AT 7.30PM**

Notice is hereby given that there will be a meeting of the **Chorleywood Village Halls Management Committee** for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend:

21<sup>st</sup> July 2009

Yvonne Merritt  
**Clerk of the Council**

**MEMBERSHIP**

Chairman: Cllr R Kipps (ex officio)

Members:

Cllr N Eve  
Cllr G Liley  
Cllr K Morris  
Cllr Mrs P Mytom Hart  
Cllr Mrs L Smith  
Cllr Mrs S Stibbs  
Cllr J Worrall (ex officio)

Also in attendance: Mr S Manson – Surveyor  
Mrs M Putman – Secretary  
Mrs Y Merritt – Treasurer  
Major R Philpot - Royal British Legion Representative

**AGENDA**

1. **APOLOGIES FOR ABSENCE**
2. **DECLARATION OF INTEREST**
3. **APPROVAL OF THE MINUTES**

If so resolved to confirm the minutes of the meeting held on 19<sup>th</sup> May 2009. (previously circulated).

4. **MATTERS ARISING**

To consider any items, which may be raised from the Minutes of the meeting held on 19<sup>th</sup> May, which will not be covered in the course of the Agenda.

5. **SECRETARY'S REPORT**

Enc

To consider the Secretary's report on the halls.

**6. TREASURER'S REPORT**

**Enc**

To consider the Financial Budget Comparison.

**7. ROLE OF THE CARETAKER AND ACTION PLAN FOR THE FUTURE OF THE VILLAGE HALLS**

To consider the attached report

**8. CLOSE**