

**CHORLEYWOOD PARISH COUNCIL**

**THE CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE**  
**TUESDAY 5<sup>th</sup> MARCH 2013 AT 7.00 PM**

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:

25<sup>th</sup> February 2013

Yvonne Merritt  
**Clerk of the Council**

**MEMBERSHIP**

Chairman: Cllr S Watkins

Members: Cllr M Green  
Cllr Miss P Howell  
Cllr R Khiroya (ex officio)  
Cllr R Kipps  
Cllr Mrs V Lantree  
Cllr K Morris  
Cllr Mrs A Preedy  
Cllr Mrs L Sutherland (ex officio)

Also in attendance: Mr S Manson – Surveyor  
Mrs M Putman – Secretary  
Mrs Y Merritt – Treasurer  
Mr R Kipps - 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 8<sup>th</sup> January 2013.(Previously Circulated)

4. **MATTERS ARISING**

To consider any items, which may be raised from the Minutes of the meeting held on 8<sup>th</sup> January 2013, 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. DRAFT RISK MANAGEMENT ASSESSMENT**

To consider the report brought forward from the previous meeting

**8 FOUR YEAR VISION**

To consider the report brought forward from the previous meeting

**9. RESOLUTIONS FROM FULL COUNCIL 29<sup>th</sup> JANUARY 2013**

**Enc**

To consider the attached report.

**10. CLOSE**