

**CHORLEYWOOD PARISH COUNCIL**

**THE CHORLEYWOOD VILLAGE HALLS MANAGEMENT COMMITTEE**

**TUESDAY 28<sup>th</sup> FEBRUARY 2017 AT 7.30 pm**

Notice is hereby given that there will be a meeting of the **Village Halls Committee** at **Chorleywood Parish Council, South Lodge, Rickmansworth Road, Chorleywood**, for the purpose of transacting the business set out in the agenda below and you are hereby summoned to attend:

21<sup>st</sup> February 2017

Yvonne Merritt  
**Clerk of the Council**

**MEMBERSHIP**

Chairman: Cllr Rodney Kipps

Members: Cllr Raj Khiroya  
Cllr Jill Leeming  
Cllr Ken Morris  
Cllr Alison Preedy  
Cllr Martin Trevett  
Cllr Steve Watkins (ex officio)  
Cllr Jane White (ex officio)  
Cllr Jenny Wood

Also in attendance: Ms 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**

Enc

If so resolved to confirm the minutes of the meeting held on 10<sup>th</sup> January, 2017.

**4. MATTERS ARISING**

To consider any items, which may be raised from the Minutes of the meeting held on 10<sup>th</sup> January, 2017 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 Budget comparisons.

**7. CONDITIONS OF HIRE**

To consider draft conditions of hire previously circulated.

**8. FOUR YEAR VISION**

To note that the Website working party has met and work is ongoing

**9. HEALTH AND SAFETY REPORT**

**10. CLOSE**