

# SWANTON MORLEY VILLAGE HALL

Charity Registration No: 1015751

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Dated this day 3<sup>rd</sup> July 2024

*Kelly Pickard*

(on behalf of Swanton Morley Village Hall Trust)

The next meeting of Swanton Morley Village Hall Trust will be held on 8<sup>th</sup> July 2024 at Swanton Morley Village Hall at 7pm.

## Business to be Transacted

1. To Receive Apologies for Absence
2. To Receive Declarations of Interest
3. To agree and sign the minutes of the Village Hall Trust meeting held on 13<sup>th</sup> May 2024
4. To receive matters arising from the minutes of 13<sup>th</sup> May 2024
5. Finance
  - a. To Receive a Finance report from the Clerk
  - b. Accounts to approve for payment.

Payee – June 2024	Description	Type	Amount
O2	Phone bill	Direct debit	£31.16
Breckland Council	Business Rates	Direct debit	£47.00
BT	Alarm line	Direct Debit	£104.01
YU Energy	Electricity	Direct debit	£706.94
TV Licence	TV Licence	Direct debit	£13.25
Ansvar Insurance	Village Hall Insurance	Direct debit	£147.46
Biffa	Waste contract	Direct debit	£137.22
Blitz Floor	Main Hall Floor	BACS	£5,760.00
Wave Utilities	Quarterly water bill	BACS	£718.27
Force fresh	Consumables	BACS	£97.56
Force fresh	Consumables	BACS	£95.50
English security	Annual Fire Alarm monitoring contract	BACS	£228.00
		<b>Total</b>	<b>£8086.37</b>

Payee – July 2024	Description	Type	Amount
O2	Phone bill	Direct debit	£31.16
Breckland Council	Business Rates	Direct debit	£44.00
YU Energy	Electricity	Direct debit	£687.07
TV Licence	TV Licence	Direct debit	£13.25
Ansvar Insurance	Village Hall Insurance	Direct debit	£147.46
Kitty Collins	Singer – DDAY	BACS	£180.00
		<b>Total</b>	<b>£1102.94</b>

- c. To approve payments for members with a pecuniary interest

<b>Payee – June 2024</b>	<b>Description</b>	<b>Amount</b>
Mr J Venworth	Expenses for redecoration	£140.29
		£140.29

- d. To consider the draft 2024/2025 Village Hall Budget and discuss any recommendations

**6. Maintenance**

- a) To delegate specific tasks of the Health and Safety responsibilities of the Village Hall
- b) To discuss a quotation received for Solar Panels
- c) To receive an update on the Main Hall floor

**7. To receive any correspondence relating to the Village Hall**

**8. To request items for the next agenda**

**9. To agree the date and time of the next meeting to be held on 12<sup>th</sup> August 2024**