

HUNSTON PARISH COUNCIL

Registered Charity No: 305383

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6 Locksash Close
West Wittering
Chichester
PO20 8QP

To: Members of Hunston Parish Council

You are hereby summoned to attend a Meeting of Hunston Parish Council as Charity Trustee to be held on **Wednesday 27 September 2017 at 7.00pm** in the Annexe at Hunston Village Hall to transact the following business.

AGENDA

1. Public Session (Members of the Public may speak for up to 3 minutes at the discretion of the Chairman).
2. To receive apologies for absence.
3. To approve the Minutes of the Trustee Meeting held on 7 June 2016.
4. To receive a report/update on maintenance issues and agree action.
 - Gents Toilets
 - Rear hallway repairs
 - Replacement of carpet tiles
 - Replacement of the roof light
 - Replacement lighting in the entrance hall and side passage
 - Cleaning
5. To review the Village Hall Risk Assessments
6. To consider hire rates for 2018
7. Finance:
 - Balance sheet to 31 August 2017
 - To approve payments for authorisation (including ratification of payments made since June 2017).

C A Smith

Signed _____ Date 20/09/2017
Parish Clerk

By resolution the Parish Council may decide to exclude the Press and Public from any part of the meeting¹

¹ Public Bodies (admission to meetings) Act 1960