

## HUNSTON PARISH COUNCIL

Registered Charity No: 305383

Tel: 01243 789039

Email: [clerk@hunstonparishcouncil.org](mailto:clerk@hunstonparishcouncil.org)

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 6 December 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 27 September 2017.
4. Matters arising from the Minutes of the Trustee Meeting held on 27 September 2017.
5. To receive a report/update on maintenance issues and agree action.
  - Gents Toilets
  - Rear hallway repairs
  - Replacement of the roof light
  - Replacement lighting in the entrance hall and side passage
6. To consider how to raise funds to help towards the cost of refurbishment of areas of the village hall.
7. Finance:
  - Balance sheet to 30 November 2017
  - To approve payments for authorisation (including ratification of payments made since September 2017).

C A Smith

Signed \_\_\_\_\_ Date 30/11/2017  
Parish Clerk

By resolution the Parish Council may decide to exclude the Press and Public from any part of the meeting<sup>1</sup>

<sup>1</sup> Public Bodies (admission to meetings) Act 1960