

FAWKHAM VILLAGE HALL

AGM

Agenda for the AGM of Fawkham Village Hall
(registered charity number 802536)

Thursday 9th May 2024 at 7.00pm at **Fawkham Village Hall**

Fawkham Parish Council as sole Trustee

Members: Cllr L Evans (Chair), Cllr W Johnstone Cllr James Cherry, Cllr D Mansfield and Cllr L Sleeman
1,2,3,11,4,8,9,5,6,7,10

Clerk: Grace Champion

1. Apologies.
2. Minutes of previous AGM.
3. FVH annual report.
4. Structural issue at hall – update.
5. Financial Report - Review of accounts for the year 2023 Jan-Dec.
6. Review of Hall hirers and fees charged - ad-hoc and regular hirers. Overview of forecast of annual income with anticipated costs for running the hall.
7. **Proposal:** hall insurance renewal – agreement of renewal and payment of hall insurance renewal with Hiscox Underwriting Ltd for the amount of £835.10.
8. Water meter – update.
9. Safeguarding & hirer's public liability insurance – update from Clerk and Cllr L Sleeman.
10. Hall Risk Assessment for 2024.
11. Maintenance - to note any items which may need repair/maintenance/replacement over the coming year.