

# Bovingdon Parish Council

The Memorial Hall  
High Street  
Bovingdon  
Herts  
HP3 0HJ

Tel: 01442 833036

Email: [office@bovingdonparishcouncil.gov.uk](mailto:office@bovingdonparishcouncil.gov.uk)

## PARISH OF BOVINGDON

### NOTICE OF MEETING OF MEMORIAL HALL MANAGEMENT COMMITTEE

Dear Councillor,

I hereby give you notice that the next meeting of the **MEMORIAL HALL MANAGEMENT COMMITTEE** of the above named Parish will be held at the Memorial Hall on **TUESDAY 21<sup>ST</sup> NOVEMBER at 18:00**

All members of the Committee are hereby summoned to attend for the purpose of considering and resolving upon the business to be transacted at the Meeting as set out hereunder.

Dated this day 15th November 2023

Mike Kember  
Clerk to the Council

To:  
Councillor Mike Foulds  
Councillor Alison Gunn  
Councillor Julie Steer  
Councillor David Stent  
Councillor Pauline Wright

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Business to be transacted as on attached sheet

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## **TO ALL MEMBERS OF THE MEMORIAL HALL MANAGEMENT COMMITTEE**

You are hereby summoned to the meeting of the Memorial Hall Management Committee to be held in the Memorial Hall on Tuesday 21<sup>st</sup> November 2022 at 6.00 p.m. to transact the business set out in the attached Agenda:

### **AGENDA**

1. Appointment of Chairman of the Memorial Hall Management Committee to hold office until the next Annual Meeting of the Parish Council
2. Apologies for Absence
3. Declaration of Interests linked to any of the items
4. Minutes of the Meeting held on 16 November 2021
5. Matters arising from the Minutes of the Meeting held on 16 November 2021
6. To review spend to 31 October 2023
7. To discuss the draft budget for 2024 – 25
8. Energy Performance To review the information produced by councilors Richardson and Stent - Display Energy Certificate
9. To review Memorial Hall Lighting – Display Energy Certificate
10. Health & Safety issues
11. Issues & progress report
12. Date of next meeting – to be agreed

### **Exclusion of the public**

To consider that under Section 1 of the Public Bodies (Admissions to Meetings) Act 1960 that the public and press should be excluded from item 22/016 of the agenda of this meeting in view of the confidential nature of the business to be transacted 22/016 To review staff contracts