

Buxhall Village Hall Management Committee

(Registered Charity No: 304724)

Mill Road, Buxhall, Stowmarket, Suffolk, IP14 3DS

**NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF THE
BUXHALL VILLAGE HALL MANAGEMENT COMMITTEE WILL BE HELD AT 7.00PM ON
THURSDAY 25 APRIL at BUXHALL VILLAGE HALL**

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|-----------|----------------|----------------|----------------|
| Trustees: | Wayne Greenlaw | Chair | Gill Bottomley |
| | Hilary Hall | Vice-Chair | Mike Drury |
| | Emily Byam | Hon. Secretary | Ben Nickell |
| | Sally Greenlaw | Treasurer | Val Lord |
| | Keith Proctor | | Jon Bandell |
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AGENDA

Item

- 1. Attendees and Apologies for Absence**
- 2. Declarations of Interest**
Any person having an interest in any matter on the Agenda is required to declare as such.
- 3. Minutes of the Previous Meeting**
To receive and approve the Minutes of the Annual General Meeting held 20 April 2023.
- 4. Matters Arising from Those Minutes** *(not considered elsewhere)*
To consider any matters arising from the minutes.
- 5. Chairman's Report**
To receive a report from the Chairman.
- 6. Treasurers Report and Presentation of Annual Accounts 2023**
To receive a report from the Treasurer and the Annual Accounts for year ending December 2023.
- 7. Trustees Re-election/Appointment**
To re-elect/appoint Trustees to serve until the next AGM 2025.
- 8. Date and Time of Next Meeting**
To note and approve the date of next Annual General Meeting of the Committee as Thursday 17 April 2025 at 7.00pm.

Emily Byam

Secretary

February 2024