

**Orwell Village Hall Management  
Committee**

**Annual General Meeting**

**Tuesday, 25 May 2021 at  
10.30am**



**AGENDA**

1. Chairman's welcome and meeting arrangements
2. Apologies for absence
3. Minutes of AGM on 12 May 2020
4. Matters arising not on current agenda
5. Election of officers
  - Chairman
  - Vice-chairman
  - Treasurer
  - Secretary
6. Chairman's report (including re-opening arrangements)
7. Treasurer's report
8. Fees and charges proposals 2021/22
9. Facilities update
10. Major project(s) 2021/22
11. Marketing/publicity
12. AOB
13. Date and time of next meeting