

**Orwell Village Hall Management
Committee**

11 January 2022 at 11:30



AGENDA

1. Chairman's welcome
2. Apologies for absence
3. Minutes of meeting on 26/10/21
4. Matters arising not on current agenda
5. Chairman's report
6. Treasurer's report
7. Maintenance update
8. Fire risk assessment – update and next steps
9. Covid-19 update
10. Update on projects:
 - a. County Broadband
 - b. 'TOPS' Room
 - c. Kitchen
 - d. Defibrillator (OPC)
11. Review of Constitution – update and next steps
12. Communications received
13. AOB
14. Date and time of next meeting

Trustees are warmly invited to remain after the meeting to enjoy some New Year drinks and nibbles.