



Oundle Town Council

Fletton House, Fletton Way, Oundle, Peterborough, PE8 4JA

Telephone: 01832 272055

Email: admin@oundle.gov.uk Website: www.oundle.gov.uk

ON BEHALF OF THE QUEEN VICTORIA HALL TRUST

To: All Trustees of the Queen Victoria Hall Trust

A meeting of the Trustees of the Queen Victoria Hall Trust will be held on Tuesday 21st June 2022 at 7.00pm at The Oundle Suite, Fletton House, Glapthorn Road, Oundle.

Agenda

22.01. Apologies for Absence

22.01.01. To receive apologies for absence.

22.02. Minutes of the Previous Meetings

22.02.01. **RESOLUTION:** 'To approve and sign the minutes of the meeting of the Trustees held on 15th March 2022.*

22.03. Accounts and Financial Matters

22.03.01. To approve the accounts for March, April and May 2022 *

22.03.02. Payments for March, April and May 2022*

RESOLUTION: 'That the monthly expenditure for March, April are retrospectively approved and May as presented at this item are paid.

22.03.03. To approve and sign the QVH Annual Financial Accounts for year-end 31st March 2022 report prior to submission to the Charities Commission.

22.03.04. To approve the direct debits and Standing Orders for 2022 – 2023. *

22.03.05. To approve the quote to carry out remedial electrical works to the building. *

22.03.06. To approve quote as per result of emergency lighting test in the QVH*

22.03.07. To receive the internal control checklist for January to March 2022. *

22.04. To consider request from hall users to refurbish the kitchen. *

22.05. Any other business for report

Emma Baker
Clerk to the Trustees

*Supporting Documents