

# AGENDA

## Newport Village Hall

### Quarterly Trustee Meeting

**Date** – Thursday 27<sup>th</sup> October 2022 19:00hrs

**Venue** – 1 Reynolds Court, Newport

**To Attend** – Trustees, Chairman, Bookkeeper

<b>1.0</b>	Apologies
<b>2.0</b>	Finance
<b>3.0</b>	Grants
<b>4.0</b>	Projects
<b>5.0</b>	Work in Progress (WIP) Database
<b>6.0</b>	Items to Discuss
<b>7.0</b>	AOB

### Items to Discuss

<b>A</b>	Cleaning Issues
<b>B</b>	Storage Issues
<b>C</b>	User Set Up Time Issue
<b>D</b>	Parking Issue
<b>E</b>	Keys, Key Log and Security of Keys
<b>F</b>	Booking Terms and Conditions
<b>G</b>	New Trustee Leads
<b>H</b>	January Relaunch Project
<b>G</b>	New Telephone Number
<b>H</b>	Chairs