



Chairman: Cllr Barbara Teal

Dear Councillors and Members

NOTICE OF MEETING

I HEREBY GIVE YOU NOTICE THAT YOU ARE SUMMONED TO ATTEND a Meeting of the Little Baddow History Centre Committee which will be held at The Memorial Hall, Little Baddow on **Monday the 18th November 2024 at 7:00pm.**

I. Wardle (Parish Clerk)
November 11th, 2024

AGENDA

1. Apologies for Absence
2. Declaration of Interests
3. Introduction of Committee Members
4. Roles & responsibilities of committee members
5. Adopt Terms of Reference
6. Public Participation
7. Finance Report
8. Building Maintenance/layout/changes
9. Centre Operational Matters
 - Opening Hours
 - Staffing
10. The 'Bier'
11. Pricing for research material/ room hire
12. Date of Next Meeting

The Public and Press are cordially invited to be present

Little Baddow Parish Council
The Memorial Hall, North Hill, Little Baddow, Chelmsford, Essex CM3 4TA
Parish Clerk: Ian Wardle

Tel: 07376 030712

E-mail: clerk@littlebaddowpc.org.uk

Website: www.littlebaddow.org.uk