



**Agenda for Management Committee Meeting
Tuesday 7 October 2025
18:30-20:00
BTM Council Offices**

1. Apologies
2. Martyn's Law – presentation by Derek Allford
3. Conflict of Interests
4. Welcome and Chairs Report
5. Treasurer's Update
6. Minutes of Previous Meeting and Matters Arising – Paper 1
7. Volunteer Report
8. Staffing
 - a. Keyholders
9. Bookings Report
10. Financial Report – Paper 2
11. Update from Marketing Sub-Committee
 - a. Confirm membership of the sub-committee
 - b. Appoint chair of the sub-committee
12. AOB
 - a. Lights
 - b. Christmas
 - i. Children's Christmas Party and budget
 - ii. When will decorations be put up?
 - iii. What are the costings for all Christmas events?
 - c. Purchase of carpets runners for corridor