

CHEPSTOW TOWN COUNCIL

**The Gatehouse, High Street, Chepstow NP16 5LH
Tel. 01291 626370 Email admin@chepstow.co.uk**

14th July 2023

Dear Member

You are hereby invited to attend the **Drill Hall Transition Board** meeting to be held via zoom only <https://zoom.us/j/7344109571> on **Wednesday, 19th July 2023 at 6.00pm** for the purpose of transacting the following business:

Yours faithfully,



Lucy Allen
TOWN CLERK

AGENDA

- 53. Declarations of Interest in Items on the Agenda**
Interests may also be declared at any point in the meeting if the need arises.
- 54. Apologies**
To receive apologies for absence.
- 55. Minutes**
To approve the [minutes of the meeting held on 26th June 2023](#).
- 56. Matters Arising**
To receive any matters arising from the minutes – for information only.
- 57. Drill Hall Manager's report**
To consider the [report from the Drill Hall Manager](#).
- 58. Progress report for recruitment of trustees**
To receive a progress report for the recruitment of trustees – to follow.
- 59. Business Plan**
To receive and discuss the [draft Business Plan](#).
- 60. Budget**
To consider the comments following review of the [2023/24 budget](#).
- 61. Memorandum of Understanding**
To consider a response to [queries raised in regard to the Memorandum of Understanding](#).
- 62. Items for next meeting**
- 63. Date of next meeting**
To confirm the date and time of the next meeting.