



Rayleigh Town Museum Management Group
Christmas Agenda



**To be held at the Rayleigh Town Museum
At 7.15 for 7.30 pm Thursday 21st December 2017**

The Chairman will be providing festive nibbles

1. (Appetiser) Welcome
2. (Soup) Apologies for Absence
3. (Fish) Minutes of last meeting, matters arising, and actions outstanding.
4. (Main) Subcommittee updates by committee Chairmen
5. (Sorbet) Finance/Sponsorship/Benefactors/Grants
6. (Dessert) Museum "Diary"
7. (Comfort Break) Admin Team (at the request of David who will produce a paper ahead of the meeting)
8. (Cheese and Biscuits) A.O.B.
9. (Mints) Date of Next Meeting Thursday 25th January 2018 7.15 for 7.30 pm