**Meeting of the**

**Held at**

**On**

The meeting was opened at

* Prayers and opening remarks
* Apologies for absence
* Minutes of previous meeting
* Matters arising
* Reports from Officers
  + Ringing Master
  + Secretary
  + Treasurer
  + Steeple Keeper
* Election of Officers
  + Ringing Master
  + Deputy Ringing Master
  + Secretary
  + Treasurer
  + Steeple Keeper
* Review of membership
* Updates to the tower constitution and members ’Code of Conduct.
* Safeguarding
* Health and Safety
* Financial Matters