

Big Shoes to Fill

In view of the impending retirement of George Booker, Pagham Village Hall Trust is seeking a trustworthy and reliable **Hon. Treasurer and Trustee**.

The Trust is responsible for managing Pagham Village Hall, and associated facilities, in the interests of the residents of Pagham for their benefit and enjoyment.

Important aspects of the Hon. Treasurer's role are:-

- Advising Trustees on the financial position
- Invoicing hirers of the Hall
- Paying receipts to and liaising with the Bank
- Paying bills
- Keeping account of all transactions on a computer software package
- Producing year-end accounts in conjunction with Independent Examiner
- Insurance

If you would be interested in taking on this role, please contact me or George Booker for further information and discussion.

Tel: 01243 267293 (Philip) or 01243 261350 (George)

email: philandjan.coleman@btinternet.com

or: oscakat43@gmail.com

Or if this is not something for you, but you know of someone who might be suitable, please encourage them to contact me.

Philip Coleman

Chairman of Trustees