



# Crewe Central Table Tennis Club

## **Executive Committee Meeting**

Purpose of the meeting

- To Review the progress and operation of the Club
- To discuss the general development of the Club
- To discuss financial matters relating to the Club

**Date:** {Date}

**Venue:** {location}

**Time:** {time}

## **Agenda**

- Apologies
- Notes of last meeting
- Health and Safety
- Club Development Report
- Review of Club Playing Performance
- Finance Report
- Club Mark Accreditation
  - General Discussion
  - Policy and Procedures – Event task Sheet Template
- AOB