

**Meeting Time Table
2023 – 24**

All meetings are held at the Co-op office at 249 Lewisham Way, London SE4 1XF unless otherwise stated

Please note: Some dates and subject matter may change – please check the BTC web-site <http://www.brockley-tenants-co-op.co.uk> we will inform you as soon as possible of any changes. Telephone your apologies for non-attendance to 020 8691 5898 or email admin@brockley.coop

Month	Day/Date	Time	Meeting	Open to all members & prospective members	Key Agenda Items
SEP - 23	Tuesday 12 th	7.00 p.m.	Management Committee Meeting. HYBRID	Yes- First part – ‘Open Meeting’ ‘Closed Meeting Committee Members only.	<ul style="list-style-type: none"> Regular Business Matters
OCT – 23	Tuesday 24 th	7.00 p.m	Management Committee Meeting HYBRID	Yes- First part – ‘Open Meeting’ ‘Closed Meeting Committee Members only.	<ul style="list-style-type: none">
DEC - 23	Tuesday 05 th	7.00 p.m.	General Meeting In person	Open to all Members and Prospective Members	<ul style="list-style-type: none"> Regular Business Matters <hr/> <p>Focus on Finance</p> <ul style="list-style-type: none"> Quarter 2 Review (Apr - September) 6mth Accounts/Rent/Maintenance Meeting will also be Christmas social (WILL this be too earlier and do something separate)
JAN -24	Tuesday 16 th	7.00 p.m.	Management Committee Meeting HYBRID	Yes- First part – ‘Open Meeting’ ‘Closed Meeting Committee Members only.	<ul style="list-style-type: none"> Regular Business Matters <hr/> <ul style="list-style-type: none"> Health and Safety Report Budgets for Year 2023/24
FEB - 24	Tuesday 27 th	7.00 p.m.	Management Committee Meeting. HYBRID	Yes- First part – ‘Open Meeting’ ‘Closed Meeting Committee Members only.	<ul style="list-style-type: none"> Regular Business Matters <hr/> <ul style="list-style-type: none">
APRIL -24	Tuesday 09 th	7:00 p.m.	General Meeting In person	Open to all Members and Pros’. Members	<ul style="list-style-type: none"> Regular Business Matters Forward Planning – Maintenance - cyclical decorations and capital works Regular Business Matters Speaker: To Be confirmed <hr/> <p>Management Accounts for the Year Apr – Mar 2025 - Review</p> <ul style="list-style-type: none">
MAY– 24	Tuesday 21 st	7:00 p.m.	Management Committee Meeting. HYBRID	Yes- First part – ‘Open Meeting’ ‘Closed Meeting Committee Members only.	<ul style="list-style-type: none"> BTC Business Plan Review



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JUL - 24	Saturday 07th	7:00 p.m.	Annual General Meeting and General Mtg. (T.B.C)	Open to all Members and Pros. Members	<ul style="list-style-type: none"> End of Year Accounts and Audit Report Annual Report Election of Members
					<ul style="list-style-type: none"> Regular Business Matters <hr/> <ul style="list-style-type: none"> Accounts / Allocations / Rent / Maintenance

Main Public Holidays during the above period: Christmas Day Mon 25thDec' 23, **Boxing Day** Tue 26th Dec' 23, **New Years' Day** Mon 1 Jan' 24; **Good Friday** 29th March' 24; **Easter Monday** 01thApril' 24; **Early May Day BH** Mon 06th May' 24 and **Spring BH** Mon 27th May', 24.