**[District name] meeting**

1. Welcome, apologies and correspondence

1. Minutes of last meeting and any matters arising
2. Appointments, resignations and vacancies
3. Safer guiding reports, DBS, first aid reports
4. Updates from division / county
5. Finance - district account updates from treasurer & reminder re unit accounts o/s
6. Past events - quick review, thanks etc.
7. Future events - date, short description a good opportunity to advertise events for those who don't read/receive billboard
8. AOB
9. Date of next meeting: