

Quorndon Parish Council

Village Hall Committee – May 2008

The Village Hall Committee shall be a Standing Committee appointed under the Council's Standing Orders for committees. Meetings shall normally be held monthly at the call of the Chair.

Committee Composition

1. The Village Hall Committee shall consist of a Chairman and up to 5 other Councillors, appointed by Council at its Annual Meeting, and up to three non-voting co-opted members of the community representing Village Hall users. Other Councillors wishing to raise or comment on particular issues may attend by invitation.

Committee Remit

1. Manage the routine operation of the Village Hall site for the benefit of the community;
2. Manage the routine upkeep and maintenance of the Village Hall site, including cleaning and ad hoc maintenance;
3. Develop the fabric and facilities of Village Hall site through a planned programme of works;
4. Promote the Village Hall to current and potential users;
5. Manage the Village Hall flat.
6. Make recommendations to Council concerning the use and management of the Village Hall.

Delegated Powers

1. Authorise expenditure within the **Village Hall annual revenue budget** under the headings, and within the limits of, the amounts approved by Council.
2. Authorise expenditure from the **Village Hall Reserve Fund** not exceeding the limit held in the Fund.
3. Set hiring fees, deposit levels and flat rental charges annually
4. Receive and repay hiring deposits