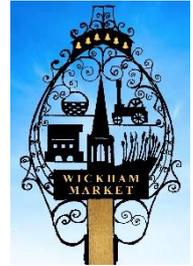


WICKHAM MARKET PARISH COUNCIL



TERMS OF REFERENCE: Village Hall Working Group

DELEGATION ARRANGEMENTS

This Working Group has been appointed by the Parish Council to explore ways of managing the day to day running of the village hall for the benefit of the parish and advise the Parish Council.

This is a Working Group and therefore has no delegated authority to make decisions on behalf of the Council.

Terms of Reference - Village Hall Working Group

- May appoint its own Chair.
- May decide on the frequency and location of meetings.
- To review the day to day operational tasks required to enable the village hall to continue to function as a venue for the parish.
- To identify the most appropriate way to manage these tasks including identifying the resource available to complete the tasks.
- Identify short to medium term maintenance which may be essential to keeping the Village Hall open to the public. This includes safety issues and any required certification and insurance.
- Report back to each Full Parish Council meeting with findings and recommendations

Exclusions from the Terms of Reference

This Working Group is specifically not appointed to consider the following:

- Village Hall Lease
- Village Hall development for either modernisation or new build.