

01 (b) Buildings, Premises and H&S Committee – Terms of Reference

Rothley Parish Council agreed to adopt these Buildings and Premises Terms of Reference at its meeting held on xxxx and has recorded the decision under Minute xxx

Rothley Parish Council will consider renewing these Terms of Reference at its Annual Parish Council meeting each year.

POWER TO DECIDE: No except as specified under ‘undertakings’ below.

POWER TO ACT: No except as specified under ‘undertakings’ below.

MEMBERSHIP: no less than 6 members of Council

QUORUM: 3

UNDERTAKINGS:

- a) To prepare a repair / maintenance programme for the Village Hall, the Rothley Centre, Cemetery Chapel and the Geoffrey Wood Pavilion.
- b) To review fees and charges annually and submit recommendations to the Finance Committee
- c) To submit spending proposals to the Finance Committee for budget purposes of the following financial year
- d) To authorise expenditure in accordance with the approved budget on the following:
 - Repair and maintenance of the Village Hall, the Rothley Centre, the Geoffrey Wood Pavilion and the Cemetery Chapel.

- Repair, maintenance and renewal of the Village Hall, the Rothley Centre, the Geoffrey Wood Pavilion and the Cemetery Chapel equipment
- e) To ensure contracts/hiring agreements are reviewed annually