

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 17/05/2021 and has recorded the decision under Minute 21/355

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