

Community Halls and Premises Committee Terms of Reference

1	POWER TO DECIDE	NO
2	POWER TO ACT	Yes (but only on issues relating to the Community Halls where the costs have been previously approved by Full Council)
3	POWER TO SPEND	NO
4	MEMBERS	Chair and Vice Chair of the Council plus 7 Councillors
5	QUORUM	4
6	CHAIR	Elected at the first meeting of the Committee following the Annual Meeting of the Parish Council
7	VICE CHAIR	Elected at the first meeting of the Committee following the Annual Meeting of the Parish Council
8	MEETINGS	The Committee will hold at least four quorate meetings a year
9	UNDERTAKINGS	<p>To hold annual meetings with the representatives of the community halls at a suitable venue.</p> <p>To arrange annual visits to all community halls</p> <p>To consider co-option of representatives from the Management Committees of Marsh Lane and Renishaw and Spinkhill community halls</p> <p>9.1 Civic Centre</p> <p>a) to keep under review the existing Civic Centre building and facilities</p> <p>b) to consider ways in which existing provision can be improved having due regard to the needs of existing and future users</p> <p>c) to review the Civic Centre fees annually</p> <p>d) to carry out the initial hearing on any formal complaint concerning the Civic Centre</p> <p>e) to recommend to full Council any action required outside of the Committee's delegated powers including any virements</p> <p>9.2 Renishaw and Spinkhill Community Hall</p> <p>a) to receive quarterly reports from the Management Committee on the operation of the Hall</p> <p>b) in consultation with the Management Committee consider ways in which existing provision can be improved having due regard to the needs of existing and future users</p> <p>c) to review the management of the Hall as and when appropriate and to recommend to full Council any action required to sustain the operation of the Hall</p> <p>9.3 Marsh Lane Community Hall</p> <p>a) to receive quarterly reports from the Management Committee on the operation of the Hall</p> <p>b) in consultation with the Management Committee consider ways in which existing provision can be improved having due regard to the needs of existing and future users</p> <p>c) to review the management of the Hall as and when appropriate and to recommend to full Council any action required to sustain the operation of the Hall</p>
10	ASSET MANAGEMENT	To keep under review the following assets as part of the Council's Asset Management Strategy

		Eckington Civic Centre Marsh Lane Community Hall Renishaw and Spinkhill Community Hall Renishaw Sports Pavilion
11	REPORTING	a) to produce a report, in the form of Committee minutes, to full Council at least 4 times a year b) to report on all aspects of the working of the Committee c) to inform the Council's budgeting process on likely expenditure requirements for the forthcoming year d) to inform the Council's Asset Management Strategy
12	ACCOUNTS	The Accounts of the Committee will form part of the Council's Accounts and will be audited as part of the Council's Accounts