

Terms of Reference for the Memorial Hall/Reading Room Working Group

In accordance with Standing Order 4.1 and subject to minuted approval by Full Council a Memorial Hall/Reading Room (MHRR) Working Group (MHRRWG) will be established.

Responsibilities: The MHRRWG is responsible for:

1. Determining the best method of bringing the MHRR back to use for the benefit of the Parish, specifically including:
 - a. Establishing whether we have the legal right to take the room on.
 - b. If we do have the legal right, determining the best method of establishing legal title.
2. Spending allocated resources in support of the objectives above.
3. Subject to achieving or working towards obtaining Legal title to:
 - a. Recommend future uses of the MHRR for approval by Full Council.
 - b. Advise on works necessary and resources required to bring it back to such use.
 - c. Seek external funding to support such works.
 - d. Recommending a proposed budget to Full Council
 - e. Project managing works agreed by Full Council

Resources: The MHRRWG is allocated £2500 (this funding was previously approved by Full Council) to gain the necessary legal advice.

Meetings:

Formal meetings will take place as required.

Meetings need not be in public and may be carried out electronically.

Routine business may be conducted by email.

Reporting:

The MHRRWG Group is to report in writing to Full Council on any meetings or routine business conducted during the previous period, including external correspondence.

Membership/Composition:

The MHRRWG will consist of at least two Councillors, and is encouraged to seek members from the wider community.

Life:

The MHRRWG is lived for the Council's Financial Year and must be re-appointed at the beginning of each year.