

VILLAGE EVENTS COMMITTEE

TERMS OF REFERENCE

- 1) There are to be three Councillors on the committee.
- 2) The committee will be a delegated committee of the Village Council with authority to spend up to £2,000 or the annual budget provided; whichever is the lower amount.
- 3) Local groups can have a representative on the committee provided the group have a constitution.
- 4) An individual resident may join the committee.
- 5) The committee may co-opt additional members.
- 6) The maximum number of members would be 9.
- 7) The quorum at the committee meeting will consist of a minimum of three
- 8) A Councillor will be appointed Chair of the committee.
- 9) All roles are voluntary.
- 10) The purpose of the committee is to:-
 - a) Promote the use of the village hall
 - b) Organise an annual calendar of village wide events and to provide direction to members in the planning, organisation, promotion and running of events.
- 11) Any proceeds made from events will be ring fenced to the committee's budget. Any year end surplus will be transferred to a reserve account.
- 12) The committee agree to be bound by the Council Standing Orders and Financial Orders.