**Dullatur Community Council (DCC)**

**Hall Sub-Committee**

**Proposal for a Hall Sub-Committee**

1. As set out in clause 10 of DCCs Model Constitution and clause 8 of DCCs Standing Orders this document sets out a proposal and terms of reference for a Hall Sub Committee to be considered and approved at an Ordinary meeting of DCC.

**Purpose of Hall Sub-Committee**

1. To consider and discuss all matters relating to the refurbishment of the Village Hall.

**Powers of Hall Sub-Committee**

1. To agree all matters relating to the refurbishment of the Village Hall, other than the following matters should be reserved for an Ordinary meeting of DCC:

3.1 Appointment of lead contractor to complete the works;

3.2 Expenditure for individual items in excess of £1,000;

3.3 Any material changes to the plans submitted as part of the Building Warrant.

**Representatives of the Hall Sub-Committee**

1. All members of DCC shall be appointed to the Hall Sub-Committee.
2. The Hall Sub-Committee may appoint other interested residents to consult with and advise on the plans, however, only DCC members may be entitled to vote on any matters arising.

**Duration**

1. The Hall Sub-Committee shall operate until completion of the Hall Refurbishment.

**Termination**

1. The Hall Sub-Committee may be disbanded following a majority vote at an Ordinary meeting of DCC.

**Meeting**

1. The Hall Sub-Committee shall meet every 2nd and fourth Tuesday in the month at the Village Hall at 7pm or such other time as agreed between its members.

**Communication**

1. The Hall Sub-Committee should table a short report summarising progress on the Hall Refurbishment and decisions taken at Ordinary meetings of DCC.