



13th March 2019

VICTORY HALL COMMITTEE

TO: MEMBERS OF THE VICTORY HALL COMMITTEE

Councillors: Richard Alvin, Deborah Barlow, Rochelle Hodds, Alan Lion and Darshan Singh.

You are hereby invited to attend a meeting of the **VICTORY HALL COMMITTEE** which will be held on **Monday 18th March 2019** at the **Parish Council Offices**, Hainault Road, Chigwell, at **6.00pm** to transact the business shown in the Agenda below.

Anthony-Louis Belgrave
Clerk to the Council

AGENDA

1. ELECTION OF CHAIRMAN 

To **PROPOSE** and **SECOND** nominations for the Office of Chairman and, if there is more than one nominee, to vote thereon.

2. ELECTION OF VICE-CHAIRMAN 

To **PROPOSE** and **SECOND** nominations for the Office of Vice-Chairman and, if there is more than one nominee, to vote thereon.

3. APOLOGIES FOR ABSENCE

To receive any apologies for absence.



Meeting: VICTORY HALL COMMITTEE

Date: 18th March 2019

4. OTHER ABSENCES

To **NOTE** any absences for which no apology has been received.

5. DECLARATIONS OF INTEREST 

To **RECEIVE** any Declarations of Interest by Members.

- *A Member with a personal interest in a matter must consider whether it is a "prejudicial interest" (i.e. prejudicial to the public interest).*
- *A Member must consider him/herself as having a prejudicial interest if it is a personal interest which a member of the public with knowledge of the relevant facts would regard as so significant and particular that it could prejudice the Member's judgement of the public interest.*

Any Member who is unsure if a personal interest needs to be declared should consult the Clerk for clarification.

6. VICTORY HALL UPDATE

Members will **RECEIVE** an oral report and update from the Vice-Chairman of the Parish Council on this subject.

Members are now asked to **COMMENT** on this.

7. MISSION STATEMENT 

Members are asked to **CONSIDER** the purpose, aims and responsibilities of this committee and to establish an **AGREED** mission statement.

8. HIRE CHARGES OF VICTORY HALL 

Members are advised that the Lewis memorial and Victory Hall Foundation charges: £250 - daily rate and £30 - hourly rate.

Members are asked to **CONSIDER** and **APPROVE** the hire charges for Victory Hall.

9. STAFFING ARRANGEMENT 

Members advised that this community asset is frequently utilised at times external to regular office hours. If this policy of operation is to continue after the Parish Council assumes administrative responsibility of Victory Hall an appropriate staffing arrangement will have to be implemented.

Members are asked to **CONSIDER** and **APPROVE** an appropriate staffing arrangement



Meeting: VICTORY HALL COMMITTEE

Date: 18th March 2019

10. MATTERS TO BE BROUGHT FORWARD TO THE NEXT COMMITTEE MEETING

To **NOTE** any matters which Members may wish to draw to the attention of the Committee and/or request to be included in the Agenda for the next meeting of the Committee.

11. DATE OF NEXT MEETING 

Members are now asked to **CONSIDER** the date of the next meeting.

12. EXCLUSION OF THE PUBLIC AND THE PRESS

In the event that the Agenda contains Exempt (blue) pages, to **CONSIDER** the following motion to be proposed by the Vice Chairman:

“That the public and the press be excluded from the meeting, the Council believing that publicity would be prejudicial to the public interest by reason of the confidential nature of the business about to be discussed.”

There is one confidential item to be considered.

Anthony Belgrave
Clerk to the Council