

**Horrabridge Parish Council  
Village Hall Maintenance & Refurbishment  
Working Group  
Terms of Reference**

Village Hall Maintenance and Refurbishment Working group ('the Working Group') is a Working Group of Horrabridge Parish Council

**Membership**

The core constitution of the working group shall be at least three members of Horrabridge Parish Council.

**Purpose**

The purpose of the Working Group is to discuss and plan the refurbishment and repairs to the Village Hall and report to Horrabridge Parish Council. This may include obtaining quotations for work and writing a schedule of planned works.

**Reporting**

The Working Group shall report to the Council quotations and costs involved, for approval.