



Events & Leisure Committee

The Committee must at all times consider its duty to Best Value, Equal Opportunities (race, religion, gender, sexual orientation, marital status and any disability), Law and Order, Health and Safety and Human Rights.

In accordance with council policy and operating at all times via the Clerk/RFO, this committee has the responsibility for the below and **The Terms of Reference for this Committee are as follows:**

Membership of the committee shall consist of Six (6) members with a Quorum of three (3) and has the Power to Decide/Act and Power to Spend and meetings will be held on such dates, times and place as the Council may direct. This will normally be at least three (3) times per year with the option to call a meeting adhoc.

- To work within the delegated powers (Local Government Act 1972 Section 101) and within the delegated budget to support all leisure facilities in Hullbridge and to take charge on all Community Events.
- To be responsible for the delivery of Parish events including Christmas celebrations
- To bring ideas for the development of leisure and community facilities for recommendation to Full Council.
- Management of the annual distribution of Christmas Parcels for qualifying parishioners.
- Community activities and engagement.
- To recommend an annual budget to the Finance Committee and in conjunction with the Clerk/RFO to monitor its functions and income/expenditure.
- Three members which includes both, the Chair and Vice Chair will make emergency decisions for items, including financial matters directly relating to the above Committee , when , for whatever reason (but only as a matter of urgency) it is not possible for the Committee to meet. During recess the Chair/Vice Chair will in conjunction with the Clerk/ RFO make decisions on behalf of the Committee. All decisions made will be reported back at the next meeting of the Committee

Reporting

To Report to the Full Council on all aspects of the Committees work.