**LAWHITTON PARISH HALL COMMITTEE CONSTITUTION 30TH APRIL 2024**

**Definitions**

**Governing Document**

The document dated January 1964 issued by the Charity Commission that specifies how the Lawhitton Village Hall scheme shall be governed.

**Lawhitton Parish Hall Committee (Committee)**

The group shall be made up of Trustees, Voted Officers and Ordinary Members

**Trustee**

A person listed on the Charity Commission website

**Ordinary member**

Any person in the community who wishes to contribute and play an active role

**Objectives**

This constitution details powers delegate by the Trustees to the Committee. It does not relieve the Trustees of their responsibility as defined in the Governing Document.

**Delegated Powers**

To administer:

* The routine maintenance of the building and surrounding land but excluding major renovations
* Fundraising events
* Overseeing the use and hire of the Hall
* Record keeping or reporting
* Ensuring the appropriate insurance exists for the building, trustees, assets, contractors, volunteers and third parties

**Makeup of Committee**

The Committee shall consist of (a) at least 2 Trustees and (b) a minimum of 4 Voted Officer/Ordinary Members

**Voting**

Every matter must be agreed by a majority decision. The Chairperson will have a casting vote. Any trustee will have the right to delay any decision until it is presented for consideration at the next meeting of the Trustees. This will preservce the respnsobility of the Trustees as defined in the Governing Documents.

**Officers**

At their first meeting each year, after the AGM, the members must elect a Chairperson, a Vice Chairpoerson, a Secretary and a Treasurer in that order

**Ordinary Meetings**

The Committee must hold at least 6 ordinary meetings in each year that require at least 5ndays notice. The Chairperson, or any 2 members, may call an ordinary meeting at any time.

**LAWHITTON PARISH HALL COMMITTEE CONSTITUTION 8th DECEMBER 2022**

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LAWHITTON VILLAGE HALL

REGISTERED CHARITY NO.

1016849

CONSTITUTION DATED 30/01/1993

BOUGHT FOR THE VILLAGE 1964 -

“For the purposes of a Village Hall for the use of inhabitants of Lawhitton and the neighbourhood without distinction of sex or of political, religious or other opinions and in particular for use for meetings, lectures and for classes and for other forms of recreation and leisure time occupation with the object of improving the conditions of life for the said inhabitants”