

Agenda for an Extra Ordinary Meeting of Stanford Dingley Parish Council on  
Monday 6<sup>th</sup> November 2017 at 6.30pm in the Club Room, Stanford Dingley.

1. To receive any apologies.
2. Declaration of Interests.
3. The Club Room.
  - 3.1. To agree hiring rates.
  - 3.2. To agree deposit levels.
  - 3.3. To agree types of lettings to be encouraged and those to be avoided.
  - 3.4. To agree the Hiring Policy (to include bookings to be accepted/rejected).
  - 3.5. To agree the Terms and Conditions of Hire.
  - 3.6. Management of the Club Room.
    - 3.6.1. To agree the Terms of Reference for the Management Team
    - 3.6.2. To agree the Members of the Management Team
    - 3.6.3. To agree the financial objectives and management.
    - 3.6.4. To agree the booking process.
4. Date of next meeting: Monday 15<sup>th</sup> January 2018

Signed:

*Helen Pratt*

Helen M. Pratt, Stanford Dingley Parish Clerk.