

## **TERMS OF REFERENCE**

### **Public Buildings Committee**

- (a) Public Buildings: To manage, maintain and control the Town Hall [24 High Street], the Pebbles [55 High Street], the Pavilion [Recreation Ground Road], Storage Building [Recreation Ground Road] and public toilets [Station Road, Recreation Ground Road and St. Michaels Recreation Ground] and the cabin on Tenterden Recreation Ground.
- (b) Entertainments and Cultural Activities:
  - To undertake or arrange for the provision of public entertainments in buildings controlled by the Public Buildings committee.
  - To provide public notice boards at buildings controlled by the Public Buildings committee.

### **Delegation of functions to the Town Clerk**

- (a) To deal with applications from organisations for the use of buildings under the control of the Public Buildings committee, subject to insurance cover being arranged to indemnify the Council and other appropriate conditions.
- (b) The Town Clerk to be authorised to take administrative action, in consultation with the relevant Chairman, on minor Public Buildings matters.