

Malmesbury Town Council - Community Facility Working Group **Terms of Reference**

Membership:

The Community Facility Working Group reports to Malmesbury Town Council's Town Hall Management Committee. It will be chaired by a member of that Committee and comprise in total of up to 10 representatives of which up to three are to be Town Councillors and the remainder representatives of Community Groups or Organisations interested in using the community space of Malmesbury Town Hall's Old School Room.

Purpose of the Working Group:

- To identify the facility requirements of the various Groups/Organisations interested in using the OSR.
- To identify other potential compatible uses for the OSR
- To identify and develop a plan for the use of this facility with associated costs over an initial three year period
- To identify potential external sources of funding to help defray these costs
- To identify and propose how this community facility is to be managed and developed.
- To provide a report and proposal to the THM Committee with recommendations on the above.

Frequency of meetings:

- As required and determined by the Chair

Target date for report:

- Interim report in time for 14 August THM Committee meeting, final report month later.