

**St. Mary's Church House and Hall Committee**  
**Terms of Reference**

**Responsibilities**

Management and maintenance of the House and Hall complex.

**Membership**

Mark Evans (Chair)

Rev. Alan Keeler

Anne Clements (Treasurer)

Anthia Page

Elizabeth Sykes

**Financial responsibilities**

To authorise expenditure on individual items up to £2,000 without prior consultation with the PCC. All significant expenditure to be reported to the PCC. To produce an annual budget for ratification by the PCC. The House & Hall Committee to present its finance reports to the F&GP Committee

**Frequency of meetings**

4 times a year.