



HIGHAM MEMORIAL HALL

Registered Charity 271461
School Lane, Higham, Kent ME3 7JL

VOLUNTEERS REQUIRED FOR MANAGEMENT COMMITTEE

We are looking for volunteers who would be willing to stand as Management Committee members for Higham Memorial Hall Association from 7 November 2023.

Committee Members would be expected to meet on at least a quarterly basis to ensure that hall is being run to a satisfactory standard and to discuss funding and maintenance issues.

The Management Committee will need to consist of a Chairman and a Treasurer and at least four other members. Chairman and Treasurer will be proposed and voted in at the first meeting. This is an unpaid role.

All decisions regarding the running of the hall will be the responsibility of the Management Committee and not the Parish Council but the Parish Council are involved in the interim to set up the new Committee.

Higham is very lucky to have had a team of volunteers who have provided a combined total of over 130 years voluntary service for the hall. **These volunteers are now stepping down and there is an opportunity for present villagers/users of the hall to step in.**

The Management Committee will decide whether a Caretaker as well as a cleaner will be secured going forward, but HPC are hopeful that this will be the case. Bookings will be dealt with by a Bookings Clerk who will be responsible for an online booking system.

Please contact Assistant.Clerk@Higham-kent-pc.gov.uk or call 07379 014 741