

## Memorandum of Understanding

Between

Freshford Parish Council and Freshford Village Memorial Hall.

### **Parties.**

(1) Freshford Parish Council (FPC) and

(2) The Trustees of Freshford Village Memorial Hall. (FVMH)

### **Basis of Understanding.**

Freshford Village Memorial Hall and the adjacent land comprising the Queen Elizabeth Playing Field and Hall car park in the Parish of Freshford are held in trust by FVMH .

The parties have discussed the extent of the financial contribution to be paid annually by FPC to FVMH. This Memorandum Of Understanding (MOU) reflects the understanding of both parties and supercedes the previous Memorandum of Understanding entered into by the parties in 2015 for a period of 4 years.

This MOU will apply provided the public hiring of the existing Hall facilities and the free access to the Playing Field by the local community continue as at present.

### **Payment**

The FPC resolves to pay an annual contribution of £2,100 each financial year to FVMH (April to March) in three equal instalments on the 19<sup>th</sup> April, 19<sup>th</sup> August, and 19<sup>th</sup> December.

The payments can be applied by FVMH without restriction and are intended to:

- Cover the cost of the hire of a room or rooms at the Hall by FPC as described below.
- Acknowledge the need for and the continued provision of locked storage cupboard space at the Hall for FPC records and documentation.
- Provide financial support to FVMH towards the upkeep and maintenance of the Hall and Playing Field in line with its charitable purpose.

### **FPC Meetings covered by MOU**

- 12 scheduled FPC evening meetings held on the second Monday of each month commencing at 7 p.m.
- An Annual Parish Meeting each April.
- Private meetings required by councillors in discharging their duties and as convened from time to time by FPC.
- No more than two Extraordinary Parish Council or public meetings required to be convened by FPC.

The room or rooms shall be booked in advance with the Hall Bookings Secretary.

**Duration and review of MOU.**

This MOU is for four years. It may be reviewed at the request of either party giving reasonable Notice to the other to that effect, should there be any circumstance which affects significantly the basis of this understanding.

**Dated:** This ----- day of ----- 2018

**Signed**

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**Chairman**  
**Freshford Parish Council**

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**Chairman**  
**Freshford Village Memorial Hall.**

Draft: 8/5/18.

NJS/FPC