

5) Contacting sole contractors

1. Certain sole contractors provide services for Lydbury North Village Hall.
2. We will maintain a list of sole contractors that provide services for the hall.

6) Contacting committee members

1. The committee need to be in contact with one another in order to run the organisation effectively and ensure its legal obligations are met.
2. Committee contact details will be shared among the committee.
3. Committee members will not share other committee members' contact details for anything other than Lydbury North Village Hall business, without explicit consent.

7) Review

These procedures will be reviewed every two years.

Date..... 27th November 2018

Signature (Chair)..... 

Signature (Secretary)..... 