



# Draft resolution — village hall rates

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Document issued on 24/09/2026

Operative part and briefing note for the councillors · fictional document

## Fictional document — demonstration example

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**Fictional document**, produced for the demonstration. **Three rate assumptions are put on the table, already costed on last year's 61 hirings**: what each would have brought in, the share of the real cost it would have covered, and where it places the municipality among its four neighbours. **The rate in force, itself, is voted — and it is the vote that makes it enforceable against whoever hires the hall.**

## The draft resolution

| Part                 | Content                                                              | Source                             |
|----------------------|----------------------------------------------------------------------|------------------------------------|
| Subject              | Revision of the village hall hire rates                              | Agenda set by the mayor            |
| Statement of reasons | Change in the cost borne by the municipality since the last revision | <b>Payment orders for the year</b> |

| Part                  | Content                                                            | Source                                                                                                    |
|-----------------------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------|
| <b>Operative part</b> | <b>Article by article, three rate assumptions costed alongside</b> | <b>Municipal resolution template</b>                                                                      |
| <b>Reference</b>      | <b>The 2023 resolution this one replaces</b>                       | <b>Register of resolutions — it is the one in force, and the one the agreements had stopped following</b> |

## The briefing note — use of the hall

| Measure                                                      | Value              | Source                                                        |
|--------------------------------------------------------------|--------------------|---------------------------------------------------------------|
| <b>Hirings last year</b>                                     | <b>61</b>          | Register of agreements                                        |
| of which residents of the municipality                       | <b>38</b>          | Register of agreements                                        |
| of which outsiders                                           | <b>23</b>          | Register of agreements                                        |
| <b>Agreements signed since 2023 carrying a replaced rate</b> | <b>All of them</b> | <b>Match between the template and the resolution in force</b> |

## The real cost borne by the municipality — added up, not estimated

| Item                          | Origin                                               | What is attached                                        |
|-------------------------------|------------------------------------------------------|---------------------------------------------------------|
| <b>Heating</b>                | <b>Payment orders for the year, the hall's meter</b> | <b>The reference to the payment order, line by line</b> |
| Cleaning and making good      | Technical staff hours allocated to the hall          | The allocation record                                   |
| Consumables and minor repairs | Payment orders for the year                          | The reference to the payment order                      |
| <b>Method</b>                 | <b>Addition of existing lines</b>                    | <b>No estimate, no invented allocation key</b>          |

## What neighbouring municipalities do — public facts, collected and dated

| Municipality   | What was found                           | Source                                     |
|----------------|------------------------------------------|--------------------------------------------|
| Municipality A | Two-tier scale, residents and outsiders  | <b>Published resolution, with its date</b> |
| Municipality B | Three-tier scale, with a deposit         | Published resolution, with its date        |
| Municipality C | Single rate, cleaning charged separately | Published resolution, with its date        |
| Municipality D | Free of charge for local associations    | Published resolution, with its date        |

## The three rate assumptions, costed on the 61 hirings

| Assumption                                          | Share of the real cost covered | Where it places the municipality among its four neighbours                                    |
|-----------------------------------------------------|--------------------------------|-----------------------------------------------------------------------------------------------|
| <b>A — roll-over</b>                                | <b>62 %</b>                    | <b>The gap with the neighbours keeps widening</b>                                             |
| <b>B — alignment on the real cost</b>               | <b>100 %</b>                   | <b>9 of the 38 hirings to residents would go above the rate of the four neighbours</b>        |
| <b>C — resident rate held, outsider rate raised</b> | <b>91 %</b>                    | <b>No resident above the neighbours; the effort is carried by the 23 hirings to outsiders</b> |

**What the agent brings on top:** the four neighbouring resolutions exactly as published, **and three rate assumptions costed on the past year. The council can ask for a fourth during the meeting: it is costed before the item closes.**

## The next step proposed

| Measure                                                      | Effect                                                                                         | Decision                         |
|--------------------------------------------------------------|------------------------------------------------------------------------------------------------|----------------------------------|
| The hire agreement is generated from the resolution in force | A rate can no longer be out of date on an agreement, since it comes from the resolution itself | The municipality, after the vote |

## For the municipality to settle

Number of rate assumptions requested by the council: \_\_\_\_\_

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