

CHESIL BANK PARISH COUNCIL

Recreation working group

Terms of Reference

1. Membership

- a. Membership of the group will consist of a minimum of three members of the Parish Council.
- b. Members of the public may be co-opted onto the working group, although a quorum is not dependant on public representation.
- c. The Clerk will attend to support and administer the working group.
- d. The Chairman will be elected by the working group.

2. Purpose

As a working group of the Parish Council to co-ordinate the actions required to ensure the maintenance and safety of and to improve the village playing fields, equipment and allotments.

3. Quorum

At least three members of the group shall constitute a quorum.

4. Meetings

The group will meet as necessary to facilitate the needs of the working group the meetings will last no more than 2 hours.

5. Expenditure

Approval will be sought from the Chesil Bank Parish Council for all expenditure.

6. Terms of reference

The group will be responsible for the following matters:

a. Playing Field Safety

- To identify key areas for improvement of health and safety and to develop action plans to deal with these issues.

b. Development and Improvement of the village playing fields and equipment.

- To identify and make recommendations for the improvement of the village playing fields.
- To secure funding, where possible, to address the improvement issues identified.
- To work with other relevant groups wherever possible to integrate the views of interested parties into the development process.

c. To manage and maintain the Allotments at West Elworth

d. Reporting

- To report to the Chesil Bank Parish Council on the work and overall progress of the working group.

e. General

- Every working group of the Chesil Bank Parish Council shall operate under the relevant Standing Orders of the Council follow the Code of Conduct and make Declarations of Interest, as appropriate. Members of the public who are co-opted onto the working group do not need to sign any Register of Interests.

- All copies of documents and correspondence to and from the working group shall be vested with the Clerk and circulated to all Parish Councillors as required.

Proposed: Cllr M White

Seconded Cllr Melville

Approved

- July 15th 2011
- updated as a working group at March 5th 2012
- Updated 4th Jan 2017