

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

TERMS OF REFERENCE FOR COMMITTEE (under s102 of LGA 1972).

PURPOSE

To create a committee of the Council to advise on the creation of a Kirkby Malzeard and District Community Association.

AIMS AND OBJECTIVES

To enable the Parish Council to form a Community Association which will act as an 'umbrella' organisation to co-ordinate and support the activities of local organisations for the benefit of all residents.

It will advise on the drawing up of a Constitution for the Association and consider how to involve a higher proportion of residents within community activities, particularly the younger generation.

The scope of the Community Association to organise events involving local organisations, should be considered, in a similar manner which arose with the Tour de Kirkby event in 2018. Consideration should be given to obtaining external funding, the appointment of a Community Co-ordinator if practical, means of promoting the area to visitors and improvements which could be made within the community which would benefit those living and working within it.

MEMBERSHIP

The committee will comprise between 3 and 5 Parish Councillors together with representatives from those local organisations who own or rent property in the Parish which can be used as a public venue, up

to a total membership of no more than 12. The Chair, who will be a Councillor, will be appointed by the Council and no meetings will take place unless the Chair is present. The quorum for the committee will be five, which must include two Councillors. The appointment of the Councillors will be reviewed annually at the Annual Parish Council meeting in May.

MEETING ARRANGEMENTS

The committee will meet monthly and will conduct itself in accordance with the Parish Council's Standing Orders and Code of Conduct. It will meet in public and provide Agendas and Minutes of meetings which will be published on the Parish Council website. The Chair will report back to the next Parish Council meeting.

REPORTING AND ACCOUNTABILITY

Its role will be an Advisory one with no delegated powers. It will not incur expenditure without the approval of the Council. It can be dissolved by the Parish Council at any point.

October 2018