Haxey Parish Council

Local Awards Working Group Terms of Reference

Name of Committee/Working Group: Parish Planting Working Group

Membership: At least 3 Members of the Parish Council. The Parish Council Chair and Vice-Chair are ex officio Members.

Need:
- To establish a Parish planting strategy on an annual basis.
- To implement the planting strategy on an annual basis to meet the judging timescales of the CPRE Best Kept Village Competition if required.
- To implement the planting strategy to ensure the Parish is at its best throughout the year.
- Report back to the full Parish Council on the functioning and progress of the Planting Group as required.

Conditions:

1 Membership of the Working Group to be decided upon its creation and the continued membership of the Group to be re-appointed at the Annual Council Meeting

2 Meetings to be convened as required – ideally once per quarter.

3 Meetings will normally exclude the press and public.

4 Minutes are not normally produced. Notes of Action to be completed if required and presented to the next meeting of the Parish Council.

5 The Working Group may co-opt as required.

6 The Working Group is empowered to invite specialist professional Officers or Advisors to attend meetings to provide guidance as to matters under discussion.

7 The Clerk of the Council will not normally support the Working Group, but can be used by the Working Group as required. Guidance, if required, should be taken from ERNLLCA as to appropriateness.

Restrictions:

8 Members of the Parish Council and the local Community may be members of the Working Group.

9 Only members of the Working Group may speak at meetings other than by the resolution of the Working Group or if specifically summoned.

10 The quorum shall be three (3).

11 The Working Group will make recommendations to the full Council which will subsequently need to be approved by the full Council.

Members: Cllrs Thorpe, Smedley (Chair), Layton, Lindley, Booth, Bond.

Approved by Haxey Parish Council – May 2022.