

# Haxey Parish Council

## Land Working Party Terms of Reference

**Name of Committee/Working Group:**

Land Working Party

**Membership:**

Available to all Parish Councillors

**Need:**

- To consider Land and Associated issues in detail on behalf of the full Parish Council.
- To provide advice and recommendations on Land and associated issues to the full Parish Council.
- Through the Parish Council Clerk and on behalf of the full Parish Council provide management of Parish Land.

**Conditions:**

1 Core Membership of the Committee to be decided upon its creation and the continued core membership of the committee to be re-appointed at the Annual Council Meeting

2 Meetings to be convened as required.

Meetings will normally exclude the press and public.

3 Minutes are not normally produced. Notes of Action to be completed if the Parish Council Clerk is in attendance. These are to be presented to the next meeting of the Parish Council.

4 The Working Party may co-opt as required.

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

6 The Clerk of the Council will not normally support the Working Party but guidance, if required, should be taken from ERNLLCA as to appropriateness.

**Restrictions:**

7 Only Members of the Parish Council may be members of the Working Party

8 Only members of the Working Party may speak at meetings other than by the resolution of the Working Party or if specifically summoned

9 The quorum shall be three (3)

10 The Working Party may make recommendations to the full Council and with prior approval of the full Council take appropriate actions.

11 In the event of emergency action being required the

decision on taking such action is to be made by the Chairman or Vice-Chairman of the full Council and subsequently reported back to the full Council

**Core Members: Cllrs Booth, Carlile, Condliff, Knowles, Harris & Smedley**

**Approved by Haxey Parish Council – May 2019**