

# **Haxey Parish Council**

## **Parish Paths and Bridleways Working Group Terms of Reference**

<b>Name of Committee/Working Group:</b>	Parish Paths and Bridleways Working Group
<b>Membership:</b>	At least 3 Members of the Parish Council. The Parish Council Chair and Vice-Chair are also Full Members.
<b>Need:</b>	<ul style="list-style-type: none"><li>• To establish a Working Group to take over the management and maintenance of Haxey Parish Paths and Bridleways and other grass cutting activities as required from NLC.</li><li>• To examine funding issues involved with the management and maintenance of Haxey Parish Paths and Bridleways and other grass cutting activities and devolvement of sufficient funds from NLC to carry out the maintenance</li><li>• To provide an annual report (verbal or written) and make recommendations if necessary, on the agreed scheme with NLC to the full Parish Council.</li></ul>
<b>Conditions:</b>	<ol style="list-style-type: none"><li>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</li><li>2 Meetings to be convened as required – normally annually.  Meetings will normally exclude the press and public.</li><li>3 Minutes are not normally produced. Notes of Action to be completed if required and presented to the next meeting of the Parish Council.</li><li>4 The Working Group may co-opt as required.</li><li>5 The Working Group is empowered to invite specialist professional Officers or Advisors to attend meetings to provide guidance as to matters under discussion.</li><li>6 The Clerk of the Council will not normally directly support the Working Party but is to provide guidance, be the primary interface with NLC and if required, advice will be taken from ERNLLCA.</li></ol>
<b>Restrictions:</b>	<ol style="list-style-type: none"><li>7 Members of the Parish Council and Members of the local Community may be members of the Working Group.</li><li>8 Only members of the Working Group may speak at meetings other than by the resolution of the Working Group or if specifically, summoned.</li></ol>

- 9 The quorum shall be three (3).
- 10 The Working Group will make recommendations to the full Council which will subsequently need to be approved by the full Council.

**Members: Cllrs Condliff, Fiddler, Holgate & Smedley.**

**Reviewed by Haxey Parish Council – June 2020.**