

Boyton Parish Council Village Planning Working Party (including events planning) ('known as *The Planning Group*)

Terms of reference

Members: Richard Jesty (councillor) Ali Crawford (councillor) Gary Lowe (Councillor)
Open to other residents

This working party will function as defined in Standing Orders ie:

Working parties or 'task-and-finish' groups may be set up for a short-term purpose. They are not subject to standing orders 1, 9, 15, 16, 17 or 18 above which apply to formal council meetings and they do not need to be held in public. A working party cannot make a decision on behalf of the council, but may report back to the council with its findings and recommendations.

The purpose of the group is to research and/ or work on larger planning projects in the village which give benefit to village life in Boyton.

Key areas of action:

Emergency Plan review - annually

Coordination of communication and feedback between Parish Council and residents annually, prior to setting the budget/precept

Facilitation of events open to the whole village, which promote community cohesion and resilience. Events may include meetings held on a regular or on an annual basis and occasional one-off events as follows:

A programme of events will be prepared in advance each year together with a budget, and this will be presented for discussion by the Parish Council.

The events budget will be reviewed each quarter by the council during the year.

In general, where costs are incurred for social events, the intention is to cover costs through selling tickets or through requesting donations. The aim of parish council supported events will be to break even over the financial year.

The group may wish to recommend to the Parish Council that they support selected events - for example hosting open village meetings to discuss local concerns.

Income and expenditure for events will be separately recorded in council accounts for auditing purposes

The Planning Group can also take on research and work on other larger planning projects which fall inside Parish Council remit, for example, should the opportunity arise for the Parish Council to take on a lease as outlined in the scheme governing Boyton Church Hall.

Agreed

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