



COLEHILL PARISH COUNCIL

OLIVER'S PARK REFURBISHMENT WORKING GROUP **TERMS OF REFERENCE**

Under Standing Order 4 the Council may set up advisory committees that consist of Councillors and members of the public.

1. Name

The name of the advisory committee shall be the Oliver's Park Refurbishment Working Group.

2. Purpose

The Working Group was set up by a resolution of the Parish Council at their meeting of 14 May 2019. These Terms of Reference were adopted by Full Council at its Meeting held on 2 June 2020.

The role of the Working Group is as follows:

- a) To tackle the urgent repairs that have been identified by the professional inspection report, as well as investigating replacing the worn out fencing.
- b) To examine an issue in detail, read reports and related materials, examine options, get advice and formulate recommendations for the Council.
- c) To liaise with experts and contractors.
- d) To explain the recommendations, reasons and options to Full Council.
- e) To answer questions from the Council.
- f) No funding or monies to be spent or committed without delegated authority or prior Full Council endorsement.

3. Membership

The Working Group can be mixture of Councillors and members of the public.

The Group may co-opt additional members (including members of the public) at its discretion. It must consist of at least three Councillors, with a minimum of 2 at each meeting.

4. Officers

At the first meeting the Group will elect a chair.

5. Meetings

The Group will meet as and when required.