

## **Puddletown Area Parish Council (PAPC)**

### **Community Projects Working Group Terms of Reference**

#### **Name**

The name of the group shall be the Community Projects Group.

#### **Purpose**

There are a number of community projects which PAPC may choose to implement. Discussing the merits of each at a formal meeting will result in unacceptably long meetings. The group exists to have these discussions after public consultations and then feedback a brief summary and any recommendations at a formal public meeting. The purpose of the group shall be to support the parish council by carrying out the following tasks:

- Discussing feedback from Community events and other sources.
- Agreeing a fair process to evaluate different community projects for PAPC to potentially invest in.
- Discussing and evaluating different options for projects and prioritising those based on the agreed process.
- Recommending projects for PAPC to prioritise based on community feedback and subsequent discussions.

#### **Membership**

The group shall include the PAPC Community Interaction Liaison Officer and other members of the Parish Council. Membership shall be agreed by resolution at any meeting of the Parish Council.

#### **Powers**

The group will be a working group of the Parish Council. The Community Projects Group will advise the Parish Council but the Parish Council will be responsible for all final decisions.

The group shall have no authority to spend. Any costs that may arise from public consultation, must be recommended to the Parish Council which will decide how to proceed.

#### **Roles**

The PAPC Community Interaction Liaison Officer shall organise and run meetings of the Community Projects Group.

#### **Review**

The terms of reference will be reviewed annually by the Parish Council.

Adopted 10/03/2020