



# SEAMER PARISH COUNCIL

www.seamercrossgates.org.uk

## COMMUNITY ENGAGEMENT WORKING GROUP

### TERMS OF REFERENCE

#### 1 PURPOSE

- (a) The Community Engagement Working Group (the Working Group) be a Standing Working Group of the Council, to undertake the following functions hereby delegated to the Working Group by the Council:
  - (i) To research, consider and advise the Council in such matters and to such extent as consistent with these terms of reference in full.
  - (ii) To consider options and promote opportunities for:
    - (1) Publicising the work of the Council.
    - (2) Events and activities to engage with residents of the Council's area.
  - (iii) To make arrangements for such events and activities, subject to the prior approval and specific delegation of the Council.

#### 2 MEMBERSHIP

- (a) The Working Group be of 3 Members, all of whom be current Members of the Council:
  - (i) an appointed Member & Chairman of the Working Group.
  - (ii) 2 other appointed Members of the Working Group.
  - (iii) appointed at the Annual Meeting of the Council.
  - (iv) pursuant to minute 78(b)(ii) of 13 August 2024, until the next Annual Meeting of the Council, Councillor M Coulson be an appointed Member & Chairman and Councillors A Groves & M Sykes appointed Members of the Working Group.

#### 3 GOVERNANCE

- (a) The Code of Conduct, Standing Orders, Financial Regulations and Policies of the Council be applied in full to the Chairman and Members of the Working Group, as Members of the Council, unless otherwise specified in these Terms of Reference.
- (b) The Council may at any time make a resolution and undertake any matter delegated within or amend these Terms of Reference or dissolve the Working Group.

#### **APPROVED BY THE COUNCIL MEETING ON:**

**Date:** 13 August 2024

**Minute:** 78(b)(iii)

**SIGNED:**

**Chairman**