

Community Projects & Events Committee

Terms of Reference

Purpose

To discharge the functions of the Council relating to community projects, community wealth building and fund raising.

Responsibilities

As upper tier authorities embrace change through cascading devolution; the Parish Council must demonstrate our interaction with the community it serves. There is a requirement for the Parish Council to be instrumental in preparing for devolution by facilitating community support and taking a lead when and where appropriate. Social and community wealth building become a principal focus of priority for the Parish Council. This Committee is Community focused, interacting and participating with other Community groups maintaining a focus on the wellbeing of the village and its residents, actively being involved in fund raising. It includes the Connections bus project for Children and Young People and working alongside the Warboys Community Association.

Delegation

None.

Allocated Budget for 2024-25

Projects - £16,195.00

Events - £2,600.00

Total £18,795.00

Membership

Chair	Lara Gifford	Member
Vice-Chair	Jon Land	Member
	Michelle Collins	Member
	Sheila Withams	Member
	Angela Wyatt	Member
Staff	Julie Drummond	Senior Clerk
	Laura Moore	Assistant Clerk

Member definition – ‘Member’ must be a serving member of the Parish Council
Membership is reviewed at Warboys Parish Council Annual General Meeting in May.

Quorate

Three members must be present to form a quorum.

Frequency

Meetings are scheduled three times annually; July, October & January

Recording of decisions

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Decisions will be recorded by the Clerk / Assistant Clerk, stored electronically.

Reporting of project progress

Members to be nominated to report meeting decisions to 1st full council following any meeting of the committee.

Agenda Circulation

Agenda to be circulated 6 days before the scheduled meeting and posted on the Parish Notice Boards.

Confidentiality

Members of this committee are expected to keep Council matters confidential as per standing order; 11 (d) Councillors, staff, the Council's contractors, and agents shall not disclose confidential information or personal data without legal justification.

Code of Conduct

(as per the Council's approved policy)

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Signatories attached:

I agree to unite and participate to fulfil the purpose of the Employee, Resources & Employment Committee and adhere to its Terms of Reference, dated: 15/07/2024	
Name	Role
	Chair
	Vice- Chair
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member

There will be no tolerance for abuse, the use of derogatory remarks, personal insults, threats or any form of discrimination.