



Recreation Ground Acquisition Committee Terms of Reference

The Recreation Ground Acquisition Committee (Rec) is an internal working group of the Trawden Forest Parish Council and will operate in accordance with the Parish Council's Standing Orders and Financial Regulations.

Membership

1. The Chairperson and any other Council members of the sub-committee will be appointed at the Annual Parish Council Meeting in May and will operate under formal standing order procedures regarding meetings including formal attendance recording, minuting of meetings and quorate minima.
2. The Rec group will be made up of at least 3 Parish Councillors, and the Chair of the group will be appointed. All others members can be co-opted onto the group at any time.
3. The Parish Council Clerk will be the administrator for the committee.
4. Non-Councillors will be invited to join the Committee and each person will have an equal right to propose or second a vote if a motion needs to be passed.

Meeting arrangements and frequency

5. Meetings are held as required and each member has a vote and a democratic decision is made within the group.
6. Minutes will be presented to the Parish Council at the next available meeting.

Quorum

7. For the group to be quorate, there will need to be at least three members of the Rec group present including at least two Councillors.

Purpose

8. The Rec groups' primary aim is to ensure that the Recreation Ground is transferred to the Parish Council for the good of the Parish. The Parish Council will deal with the legal documentation for the transfer.
9. A Management Committee must be formed to take over the running of the Rec once it has been transferred.
10. The Management Committee will be responsible for the raising of funds for any improvements to the Rec, as agreed within the sub-committee.
11. The Management Committee will bring forward ideas to encourage a more cohesive village where appropriate.
12. The Management Committee will submit either a written progress report or verbal update, when appropriate at the Parish Council meeting. The Chair of the group to advise the Parish Council Clerk if a section needs to be allocated within the agenda.