



Terms of Reference Land Management Committee

Cuxton Parish Council owns and maintains the Recreation Ground and buildings thereon, Six Acre and Millennium Woods and leases the Allotments for the benefit of residents.

1. Purpose of Committee

- 1.1 Develop, maintain and upkeep the facilities on behalf of the Parish Council.
- 1.2 Facilitate community events
- 1.3 Endeavour to add to the amenities of the parish and provide facilities for the village residents
- 1.4 Make recommendations to full Council on land management issues.
- 1.5 Advise and make recommendations to the Council on any matters affecting Council land and properties and the allotments.
- 1.6 Deal with any other matter that a meeting of the full Council considers appropriate to be referred to the Land Management Committee.

2. Membership

- 2.1 Five members of Council elected to serve on the Committee, at the Annual Meeting of the Cuxton Parish Council.
- 2.2 The Council Chairman and Vice Chairman will be ex-officio members.
- 2.3 The Chairman shall hold office until the next Annual meeting of the Cuxton Parish Council as per their Standing Orders.
- 2.4 Three members of the Land Management Committee will constitute a quorum.
- 2.5 Two members of the Allotment Association will be co-opted to the Committee, to address allotment issues and act as a liaison with the Cuxton Allotment Association.
- 2.6 The Committee may co-opt any person provided that:
 - 2.5.1 The Committee believes that person's specific knowledge, skills or experience will assist the Committee to carry out any of its functions.
 - 2.5.2 The co-option is for a set period of time or the duration of a specific task or project.

2.5.3 Co-opted members account for no more than 50% of the membership of the Committee.

2.5.4 Co-opted members do not have voting rights.

3 Meetings

3.5 The calendar of meetings shall be confirmed at the Annual Meeting of the Cuxton Parish Council.

3.6 Minutes of all meetings will be recorded by the Assistant to the Parish Clerk or any member nominated at the meeting and circulated at the full meetings of Cuxton Parish Council.

4 Review

These terms of reference are to be reviewed annually at the Annual Meeting of the Cuxton Parish Council.

Chairman:

Name:

Signed:

Date: 11th January 2019

