

Wickersley Parish Council
Terms of reference for committees
Last reviewed 16th May 2022
Next Review Date May 2023

- 1) COMMITTEE:** Winthrop Gardens
- 2) SUMMONS** Meeting summons prepared by Winthrop Organiser
- 3) POWER TO DECIDE:** Yes
- 4) POWER TO SPEND:** Yes - within budget. (Except for agreeing annual budget, and spending in excess of budget, which must be authorised by full council). May be delegated to Organiser, Clerk or Clerk and the Chairperson of the Committee (or Council Chairperson if unavailable). All to be in accordance with financial regulations.
- 5) ACCOUNTS:** As (4)
- 6) MAX. MEMBERSHIP:** 6 Councillors.
- 7) QUORUM:** 3 Councillors.
- 8) CHAIRPERSON:** Elected each year at the Annual Council Meeting in May. Vice Chair appointed at the first committee meeting following the Annual Council meeting
- 9) MEETINGS/YEAR** Minimum 3
- 10) REPORTING:** The Chairperson to report special items and/or recommendations to full council with a copy of the draft minutes at the next available Council meeting following a meeting of this committee.
- 11) UNDERTAKINGS:**
- a) To manage and maintain Winthrop Gardens
 - b) To organise and manage volunteers for Winthrop Gardens
 - c) To organise events at Winthrop Gardens
 - d) To consider any item delegated by Council