

Scoulton Parish Council

Terms of Reference – Scoulton Green Space Committee

Background

Scoulton Green Space began as an independent volunteer group to provide green and wild spaces for the benefit of the village. In 2012 the group were successful in securing the transfer of ownership on a piece of land, now known as Scoulton Grove, from Breckland Council to Scoulton Parish Council. To facilitate the efficient management of this land the Council agreed to incorporate Scoulton Green Space into the Council. The committee is led by the Parish Council but the associated working party has many active volunteers in the Parish who are not Councillors. It is recognised as a long term initiative and is managed and delivered effectively to ensure benefit for all parishioners.

Objective

To investigate, and develop ways and means to deliver and implement proposals for Scoulton Green Space so as to benefit parishioners both the young and the older.

Composition

The group comprises residents from Scoulton Parish. They will nominate a leader or speaker to liaise with and present at the appropriate agenda item in the formal Council meeting.

Authority

The group operates on behalf of the Council. They hold formal Committee Meetings with the Parish Council, and also informal working party gatherings.

Affiliation

Scoulton Green Space is affiliated with the Green Light Trust, a charity which supports and advises community green space groups.

Finance

- Scoulton Green Space identify sources for funding and undertake to access them
- Scoulton Green Space ensure all finances are managed according to the Council's procedures and through its separate bank account which is audited as part of the Council's accounts.
- The Council will review and endorse the Group's planned and actual expenditure at each committee meeting.

Procedure

- Report progress at Council committee meetings and to the Annual Parish Meeting
- Promote Scoulton Green Space and maintain it as a public amenity.
- Proceed as directed by the Council.

Quality

- The Parish Clerk, as the Council's Financial Accounting Officer, to monitor the Group's finances and budget and report to the Council appropriately
- The Group to ensure stakeholders (Council, parishioners etc) are informed and encouraged to become engaged with its plans/activities