North Leigh Parish Council
Serving North Leigh, East End, New Yatt and Wilcote

Adventure Playground Field Working Group

Members: Robert Gunn, Chairman to North Leigh Parish Council, Carol Frost, Parish Councillor, Julie Minch, Member of the Public, Allison Leigh, Clerk to North Leigh Parish Council

TERMS OF REFERENCE

1. Remit

The Adventure Playground Field Working Group is a working group of the Parish Council made up of councillors and volunteers. It has no delegated powers and may only make recommendations to the Council.
The Group's remit is to advise the Parish Council on its objective to provide facilities to older children and young adults in the Parish on this field. The Group will also advise on how to further these objectives.

2. Meetings

The Group will schedule meetings which will not be formal meetings of the Parish Council.

3. Appointment of members
The Group will be comprised 3 councillors and at least one volunteer. Councillors will be appointed at the Annual Parish Council Meeting, and such volunteer members as the Council may appoint. Volunteer members may be removed by the Council at any time.

4. Activities

The group's activities are limited to the following:
• Developing a village consultation for presentation to the Parish Council
• Implementing the village consultation on direction from the Parish Council
• Analysing results to be presented to the Parish Council
• Undertaking tasks authorised by the Parish Council in support of implementing Council decisions.

This may include:
- o Researching options for the Parish Council's review
- o Obtaining quotations and information for consideration by the Parish Council.

The Parish Council may add to these activities dependent on the direction of the project.

5. Communication

Official communications on behalf of the Working Group shall be issued only by, or with the approval of, the Parish Council.

6. Decision-Making
The group does not hold decision-making authority over the project or its budget.
All decisions relating to the project, expenditure and procurement remain the responsibility of the Parish Council.

7. Finance

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The Working Group has no authority to incur expenditure, enter into contracts, or commit the Parish Council financially.

8. Review
These Terms of Reference were adopted at the Council meeting on 12.11.2026 and will be reviewed at the next Annual Parish Council Meeting or sooner if legislation dictates.