

TERMS OF REFERENCE FOR THE LOW ACKWORTH COMMUNITY CENTRE WORKING GROUP

These rules are supplemental to, and do not in any way override, the Parish Council's standing orders and/or financial regulations.

The Committee must at all times consider its duty to Best Value, Equal Opportunities (race, religion, gender, sexual orientation, marital status and any disability), Crime and Disorder, Health and Safety and Human Rights.

The Committee will at all times work within the relevant policies of the Parish Council.

1. Introduction

- 1.1. The Low Ackworth Community Centre Working Group shall be set up to deal with the detail of the funding, construction and management agreement of a new community centre at Low Ackworth Playing Fields to replace the existing building.
- 1.2. At the time of writing, two Parish Councillors are members of the Low Ackworth Community Association Committee; one attends as a formal representative of the Parish Council, the other councillor is a member of the committee by his own choice.

2. Membership of the Low Ackworth Community Centre Working Group

- 2.1. The Low Ackworth Community Centre Working Group shall be a working group of the Parish Council Finance and General Purposes Committee.
- 2.2. The working group shall comprise all councillors who are member of the Finance and General Purposes Committee.
- 2.3. The quorum of the committee shall be three.
- 2.4. The Low Ackworth Community Association may accept the two councillors referred to at 1.2 as representing their interests on the Working Group or they may choose one other named member of their committee to attend the Working Group meetings. Any non-councillor member of the Low Ackworth Community Association Committee who attends the Working Group meetings will not have voting rights.
- 2.5. The Working group shall choose a Chair from amongst its members who must be an elected councillor.
- 2.6. The Working group shall receive secretarial support from Parish Council office staff.

3. Powers and responsibilities of the Low Ackworth Community Centre Working Group

- 3.1. The Working Group shall be set up to expedite the funding, construction and management agreement of a new community centre at the Low Ackworth Playing Fields.
- 3.2. The Working Group shall consider matters that are put before it in accordance with its powers and responsibilities.
- 3.3. The Working Group shall make decisions material to all aspects of the LACC project in accordance with its powers and responsibilities.

3.4. The Working Group shall make recommendations material to all aspects of the LACC project to the F&GP committee and to the full Parish Council as appropriate and in accordance with its powers and responsibilities.

4. Meetings of the Low Ackworth Community Centre Working Group

4.1. The meetings of the Working Group shall be convened by the Chair of the Working Group.

4.2. The full Parish Council and the Finance and General Purposes Committee may require that the Working Group convenes to discuss a particular matter.

4.3. The Working Group shall meet as often as necessary as determined by the F&GP committee or the full Parish Council meeting or the Chair of the Working Group.