

**Terms of Reference - as agreed at the meeting held on 02/05/2017.**

**1) The Terms of reference for the Committees.**

**1. All Committees**

It was resolved that none of the Committees or sub-committees would have authority to approve any expenditure.

**2. Finance**

It was resolved that the Finance committee would have full delegated authority for the decisions made. In addition, that it would meet in November.

**3. Planning**

It was resolved that the Planning committee would have full delegated authority for the decisions made. In addition, that it would meet on a monthly basis.

**4. Open Spaces**

It was resolved that the Open Spaces committee would have full delegated authority for the decisions made. In addition, that it would meet on a monthly basis between March and July and again in October. In addition the Chairman may call additional meetings.

**5. Fabrics**

It was resolved that the Fabrics committee would have full delegated authority for the decisions made. In addition, that it would meet in June and October. In addition the Chairman may call additional meetings.

**6. Communications**

It was resolved that this would be a “Task and Finishing” group.

It was resolved that this working group would have delegated responsibility for the content, production and distribution of the Newsletter. All other recommendations made by this group would be referred to Council for ratification.

The Chairman will be represented on this Committee each year.

In addition, it would meet in April and October each year.