

## Uttoxeter Rural Parish Council - Frame of Reference for Working Group.

<https://utttoxeterruralparishcouncil.org.uk/>

### **Outline**

It was RESOLVED at 2<sup>nd</sup> July 2019 Uttoxeter Rural Parish Council Meeting Ref: 19.07.004 to create two Working Groups to review the 2019 Parish Questionnaire, this included residents' project requests for the Parish and to review S106 funds for highways. The Groups would make recommendation for funding needed to complete the residents' requests.

It was further RESOLVED at 3<sup>rd</sup> May 2022 Annual Meeting to extend the Working Group remit to include all projects to be carried out by the Parish Council.

### **Names of the Working Groups are: Stramshall WG and Bramshall WG**

#### **Members of Stramshall WG are:**

Cllr Crosby, Cllr Dobson.

#### **Members of Bramshall WG are:**

Cllr Brooks, Cllr Jones, Cllr Pattinson-Evans, Cllr Sargeant.

### **Frame of Reference:**

The two working groups will meet, if needed, between full Council meetings and review the requests from residents that are considered to be a project and make recommendations to the full Council at the next Parish Council meeting.

#### **The working group can invite parish residents to join the groups.**

The Working Groups are not authorised/have no power, to discuss with any outside bodies/higher authorities, any ideas developed within the working group, without a resolution from the full Parish Council.

This frame of Reference was updated and ratified at the Parish Council meeting, held 3<sup>rd</sup> September 2019 – Reference 19.09.004. All further changes/updates are in table below.

Date Last Ratified/Approved	Version Number	Revision/Amendment made/section	Next Review Date
02.07.2019	1	Policy Adopted	Annual
08.09.2021	3	Amended names of Councillors in Working Groups	May 2022
03.05.2022	4	Amended names of Councillors in working group and criteria	May 2023
16.05.2023	5	Amended Names of Councillors in working groups	May 2024