

CPC Recreation Working Group Terms of Reference 2021



Comberton Parish Council Recreation Working Group is delegated by the Parish Council to:

1. Consider all management aspects of the Recreation Ground and other recreational areas including Watts Wood.
2. Explore sources of funding to develop the recreation ground extension, to submit applications for funding which appear to it to be appropriate and any other purposes which the Parish Council shall authorise.
3. Look at the facilities on the Recreation Ground and their use.
 - a. Meet the cricket and football clubs, Cambridgeshire FA to agree the pitch layouts.
4. Prepare a project plan to extend and improve the recreation ground pavilion.
5. Obtain quotes to carry out any proposed work on the recreation ground extension and refurbishment of the pavilion.
6. Submit applications for grant funding.
7. Prepare to apply for grants towards play equipment and trim trail scheme, with the Clerk to check and sign application forms. Full details of any proposed scheme are to be considered and agreed by the Parish Council before submission.
8. Not accept any funding or conditions for funding without first obtaining authorisation from the Parish Council.
9. For each financial year (1st April to 31st March), prepare a budget outlining anticipated expenditure.

The Group:

- Must have due regard for the Parish Council's Standing Orders and financial regulations.
- May seek advice or information from other authorities and / or other body to enable it to understand or carry out its duties effectively.
- Should liaise with other Parish Council committees and working groups as appropriate.
- May make recommendations to the Parish Council on its Terms of Reference and its membership.

Administrative matters: No formal agenda, minutes or meeting are required as a working group not a committee, but it should report to the Parish Council regularly on its activities.

Members 2020 – 2021

Cllr's Martin (Convenor), Abraham, and Scott.