

Alkham Parish Council.

Terms of Reference

Parish Plan Evolution and Delivery Working Group

The Parish Council resolves to set up a Parish Plan Evolution and Delivery Working Group to oversee the delivery and evolution of the Community Led Parish Plan (CLPP). The task will include consultation with the community, affected stakeholders and other interested parties, to ensure that all views are taken into account, and compliant to any relevant DCC / KCC community strategy.

The proposal is to work towards a Neighbourhood plan, that will identify key community assets, proactively detail planning ambitions of the community and any wider planning considerations, highlight any actions that need to be tackled, and show how local characteristics can be conserved.

- The Parish Council Protocol for the Formation, Operation and Closure of Working Groups will form part of the Terms of Reference for the group.
- All members of the Working Group will sign it to confirm acceptance. The lead councillor will forward these to the Clerk. These are retained and held.
- The PPWG shall consist of no more than 6 members, with a maximum of 3 full council members, together with any individuals and / or representatives of community groups, as and when required, co-opted in an advisory capacity.
- The lead Councillor and council members will be elected at the Statutory Annual Parish Council Meeting.
- *Elected on 3rd July 2023 were Den Barnard and Trevor Johns.*
- Objective is to maintain and evolve the agreed Parish Plan to meet the needs and requirements of local residents of Alkham parish.
- To review KCC / DCC requirements to evolve the Parish Plan into a Neighbourhood Plan in order to identify key community assets, proactively detail planning ambitions of the community and show how local characteristics can be conserved.
- All actions, suggestions, and proposals developed by the working group will be formally reported back to the full council at the next Parish Council meeting.
- All members of the PPWG must pay due regard to Alkham Parish Council Code of conduct.
- The PPWG does not meet in public and is free to arrange it's own meetings.
- The working group does not have delegated powers to make decisions on behalf of full council, nor should it exceed it's purpose and remit.
- The working group does not have a budget.