

TERMS OF REFERENCE FOR THE COMMUNITY RESPONSE PLAN SUB-COMMITTEE

These rules are supplemental to, and do not in any way override, the Parish Council's Standing Orders &/or Financial Regulations.

1. Membership of the Community Response Plan sub-committee

- a. The sub-committee shall comprise three members of the Parish Council, to be confirmed every year at the Annual Parish Council meeting.
- b. The sub-committee shall be empowered to co-opt additional sub-committee members up to a maximum of fifteen.
- c. The quorum of the sub-committee shall be three of its members.

2. Chair

- a. The Chair of the sub-committee will be a Parish Councillor and shall be determined at the first meeting of the sub-committee.

3. Conduct of Meetings

- a. All meetings of the sub-committee will be convened in accordance with the Parish Council's Standing Orders.

4. Powers of the Community Response Plan sub-committee

The Community Response Plan sub-committee shall be empowered to:

- a. recommend, on an annual basis, the Community Response budget required within the precept for the following financial year.
- b. authorise spend on behalf of the Parish Council within the agreed Community Response budget, subject to ratification of payment at a full meeting of the Parish Council.
- c. respond on the Parish Council's behalf to consultations regarding Community Response.
- d. raise, at the discretion of the sub-committee, any Community Response matters with Full Council where appropriate.

5. Responsibilities and Areas of Operation of the Community Response Plan sub-committee

- a. To consider all aspects of Community Response for Thurlaston.
- b. Prepare a Community Response Plan for Thurlaston in conjunction with the Community Response Partnership.
- c. Present this Plan to Full Council for agreement.
- d. Review the Plan on an annual basis.
- e. Seek financial support/grants on behalf of the Council as appropriate
- f. The Chair of the sub-committee will make reports to Full Council as appropriate.