



TERMS OF REFERENCE CHIDEOCK PARISH COUNCIL GENERAL PURPOSE WORKING GROUP

Chideock Parish Council General Purpose Working Group is an advisory working-group with no direct responsibilities. Its role is to provide advice, support and recommended actions to the Parish Council's Main Committee in relation to:

- General Council Business, including finance, budget, insurance and risk management
 - External Working Groups and their reports
 - Policies (new and revised)
 - Planning Matters
 - Website
 - Parish Council 5 year plan
1. CHAIR – Cllr Benjamin
 2. CLERK – Tan Cox
 3. MEMBERSHIP – Cllrs Parkins, Biggins, Barnett
 4. QUORUM – Minimum of two councillors
 5. MEETING DATES FOR YEAR – 16th September 2024 and again as required. start time – tba
 6. DOCUMENTS DELEGATED TO THIS COMMITTEE – As stated above
 7. REVIEW - annually

Review and Update Schedule

Review Date	Attendance	Updated Y/N

Tan Cox
14th August 2024