

YOUTH & COMMUNITY COMMITTEE - TERMS OF REFERENCE

1. Delegation

- 1.1 Stratton St Margaret Parish Council has agreed to adopt the Terms of Reference for the Youth & Community Committee at the Full Council meeting held on 15 May 2024 and has recorded the decision within the minutes.
- 1.2.1 Stratton St Margaret Parish Council will consider renewing these Terms of Reference at its Annual Parish Council meeting each year.

2. Membership

- 2.1 The Youth & Community Committee shall consist of a maximum of FIFTEEN Councillors who shall be appointed each year at the Annual Parish Council Meeting.
- 2.2 The quorum of this Committee will be FIVE members.

3. Procedures

- 3.1 The Committee will operate within Stratton St Margaret Parish Council's Standing Orders, Financial Regulations and Local Government Law.
- 3.2 At the first meeting of the Committee per year members shall elect a chairman and vice chairman for this Committee, if considered appropriate, for the forthcoming year from amongst its appointed membership. The Chairman and Vice Chairman may be re-elected.
- 3.3 The Committee will agree the minutes of its meetings at the next appropriate meeting of this committee.
- 3.4 The Committee will submit a budget, if appropriate, via the Finance Committee to the Council for the forthcoming financial year at the appropriate meeting in October.
- 3.5 The Parish Clerk or the appointed Officer will provide administrative support for the Committee.

4. Meeting Dates

- 4.1 The schedule of meetings shall be agreed at the Annual Parish Council meeting.

5. Committee Functions

The Committee shall:

- 5.1 Be responsible for development of the Youth Provision within the Parish.
- 5.2 Develop, oversee and promote all projects that relate to the upgrading and improvement of youth activities provided by Stratton St Margaret Parish Council.
- 5.3 Be responsible for overseeing the Parish Council's Safeguarding Policy in all areas that the Committee manages and controls.

- 5.4 Actively support the Youth Worker in providing a great service for the Young People in the Parish.
- 5.5 Proactively support the development of events and identify additional opportunities to hold events run and managed by the Council.
- 5.6 Work in partnership with all the appropriate funding bodies to help to provide and improve for the benefit of the Parish.
- 5.7 Work in partnership with the Police and community officers to help to alleviate anti-social behaviour and vandalism in and around the Parish under the control of the committee.
- 5.5 To work with the Youth Worker and Clerk to ensure adequate budgeting and spend.
- 5.6 Actively pursue sponsorship and funding opportunities to further enhance the Parish and community services.
- 5.7 Develop and implement strategic marketing and communications methods to present the Council professionally to both an internal and external audience
- 5.8 To develop community engagement, community and civic events to encourage community cohesion and inclusivity.
- 5.9 To support the development of initiatives to support deprivation and social isolation within the parish.