

Tibshelf Parish Council

Working Party Terms of Reference

1. The council can resolve to set up Working Parties in order to deal with particular aspects of the work of the council.
2. Membership of any Working Parties must include at least 1 member of the council together with any residents who express an interest.
3. Each working party shall elect a leader, who will chair meetings and call meetings as necessary.
4. A written note of each meeting, including attendees list, shall be taken and copied to the clerk (if not present), so that there is a record of outcomes of the meeting and any recommendations to council.
5. Working parties are not empowered to make decisions other than to make recommendations to council.
6. Working parties do not have budgets unless a budget is specifically resolved by council.

Adopted 17.10.2023
Full Council meeting
Minute no: 1023/3209

Reviewed 21.05.2024
Full Council meeting
Minute No: 0524/3378

Reviewed 20.05.2025
Full Council meeting
Minute No: 0525/3650