



Adopted: 2 July 2026

YOUTH ACTIVITIES/EVENTS WORKING GROUP TERMS OF REFERENCE

Introduction

Working Group to organize and co-ordinate youth activities and explore possibilities for youth provision in West Mersea.

Membership

Members of the working group appointed by the Council will consist of a minimum of 3 members of the Council, a minimum of 1 representative from members of the public. The term of membership for a working group will be for a period of one year or to the next Annual meeting of the Council.

Quorum

The quorum of the group shall be 3 Councillors.

Leader

The leader will be appointed by the group. The leader will be the working group's main point of contact for Council staff/Council members and members of the public.

Responsibilities

The working group will plan, and co-ordinate actions required to further the engagement between West Mersea Town Council and young people. It will report to the Council and will, when necessary, seek delegated powers to act. Expenditure to be proposed and considered by Council unless previously delegated.

Meetings

The working group will arrange its own meetings and schedule of work. The Working Group must adhere to the Code of Conduct. The working group will report formally to the Council.

Minutes

There will be a note taken of actions agreed by the working group.

Amendment / Modification / Dissolution

Terms of Reference may only be modified by Council, and the Working Group may only be dissolved by Council.