



Adopted: 11th April 2024

Glebe Working Group - Terms of Reference

Membership

Members of the working group will be appointed by the Council and will consist of a minimum of 3 members of the Council, a minimum of 2 representatives from MISA, and a representative of the FA (Football Association).

With the authority of the Council the working group can co-opt members of the public who have specific knowledge/expertise on the subject to assist the working group.

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.

The annual meeting of the Council will re-confirm the working group's membership and terms of reference.

Quorum

The quorum of the group shall be 2 Councillors.

Leader

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

Powers

Working groups cannot make decisions on behalf of the Council and any recommendations made by working group will be subject to approval by Council.

Responsibilities

The working group will consider plans for the Glebe. Work will include consultations with users, Colchester City Council, and any other relevant bodies.

Meetings

The working group will arrange its own meetings and schedule of work. The working group does not meet in public, therefore the Standing Order are not applicable, although the Code of Conduct still applies. The Town Clerk will be notified an of any meeting with at least 2 working days' notice.

The working group will report formally to the Council.

Minutes

There are no published minutes as this is an informal group of the council.

Amendment / Modification / Dissolution

These Terms of Reference may only be modified by Full Council and the Working Group may only be dissolved by Full Council