



Loddon Town Council

The Library Annexe | Church Plain | Loddon | NR14 6EX

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Love Loddon Community Group - TERMS OF REFERENCE

Minimum of 3 Members

Frequency of Meetings: As required

The Role of the Love Loddon Community Group

- To consider and improve all visual aspects of Loddon, particularly public open space and assets, car parks and verges owned by Loddon Town Council, South Norfolk Council and Norfolk County Council respectively.
- To encourage volunteers (by way of rotas, regular emails and WhatsApp groups) to become involved with the maintenance of Loddon's open spaces and LTC assets.
- To examine an issue in detail, read reports, consult with users, examine options, receive advice, and liaise with experts on behalf of the Council.
- To make recommendations, explain options and answer questions to the Full Council by way of a written report. Recommendations and reports to Council 3 clear days before the monthly full Council meeting.
- To consider future plans, and ensure the budgetary requirements are included in the annual budget (prepared in October/November for the upcoming financial year).
- To tackle issues as directed by the Council.

This community group is effectively a Working Party of the Council and therefore documentation, communication and meeting dates should be shared with the Council. Working Parties do not have to meet in public, and they do not have the power to make decisions or to spend money, they are directed by the Council.

The Council's Standing Orders and Code of Conduct applies to the Community Group.

Duration: Ongoing.

Signed:

Date Adopted:

Print Name: