

# **Trull Parish Council**

## **Tree Maintenance Working Group – Terms of Reference**

### **Remit:**

- The Working Group exists to co-ordinate the maintenance of all trees within the village.

### **Time:**

- The Working Group shall be constituted for an initial period of two years.
- The initial period may be extended for an additional period which must be defined by the Parish Council in a full council meeting.

### **Composition:**

- The Working Group will be overseen by one member from Trull Parish Council.
- The Working Group may comprise community residents or individuals co-opted for their expertise.

### **Powers:**

- The Working Group has no decision-making capabilities.
- The Working Group may only act under the direction of the Parish Council.
- The Working Group has no requirement to publish an agenda.
- The Working Group has no requirement to keep minutes.
- There is no requirement for the Clerk to attend the Working Group.
- All members of the Working Group must be familiar with its Terms of Reference.

### **Expenses:**

- The Working Group has no budget. Reasonable incidental expenses incurred by the Working Group will be paid by the Parish Council subject to approval.

### **Data:**

- All information collected is to be available to the Parish Council.

### **Reporting:**

- The Working Group may submit a short monthly report to the Parish Council.

Approved by **Trull Parish Council** at a full council meeting on **25<sup>th</sup> April 2022**.