



WILLAND PARISH COUNCIL

Neighbourhood Plan Implementation Advisory Group – Terms of Reference

- i. The Neighbourhood Plan Implementation Advisory Group is a working group approved by the Council at its annual meeting in May 2025.
- ii. The role of the group is 'To promote activities to further the objectives of the Neighbourhood Plan.'
- iii. The group will have no spending powers without specific formal approval by Full Council.
- iv. Whilst the group will develop proposals and projects, including carrying out tasks as part of this process, Full Council must formally resolve to approve all proposals and projects.
- v. The initial members are Councillors who have volunteered to be part of the group.
- vi. Councillor members are Cllr Little, Cllr Scott, Cllr Jones, Cllr James, Cllr Sycamore and Cllr Hutter.
- vii. The quorum to be three in the first instance.
- viii. Membership will be open to non-councillors and councillors proposed during the year by the group for agreement by the Parish Council at its following meeting.
- ix. At each Annual Meeting the Parish Council shall review and agree the membership and terms of reference of the group.
- x. The group shall determine the number and time of its meetings for the year.
- xi. The group shall be able to set up (and dissolve) additional working groups to carry out specific tasks and whose terms of reference and members shall be determined by the group. Some or all of the members of these working groups may be non-councillors.
- xii. The group shall determine if the public may attend a meeting, and whether they may participate at a meeting that they are permitted to attend.
- xiii. The group shall minute its decisions and provide regular reports to the Parish Council.