



ROCHFORD PARISH COUNCIL

Parish Council Rooms

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Rochford

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Clerk to the Council: Mrs. J. V. Rigby *Cert. HE Local Policy*

Members of the Community Projects Committee are requested to attend a meeting to be held on **Wednesday 11th September 2019 at 19:30** in the Parish Council Rooms, Rochford. The Agenda is set out overleaf.

Other Councillors are welcome to attend this meeting if they wish to do so.

If there are any items on the Agenda for which members will require further information, please notify the **Clerk by 1pm** on the preceding working day to enable her to have it ready for the meeting.

Janice V. Rigby
Clerk to the Council
2 September, 2019

Terms of Reference for Community Projects Committee.

Membership for 2018/19:-

Membership: Cllrs. Mrs. M. Weir, Mrs. J. McPherson, Mrs. K. Parker, A. Williams, P. J. Stanton, T. Fransen, B. Fox, Mrs. K. Ilott and Mrs R. Efde

1. To work within delegated powers (Local Government Act 1972 Section 101) to provide and manage the following services
2. Monitoring Financial Performance and setting budgets
3. Handling the Parish Council's Youth Initiatives
4. Managing the Christmas Festivities
5. Managing all the Parish Council's Events
6. To consider any items referred from time to time by Full Council.
7. To appoint working parties/task and finish groups to carry out specific work where necessary.
8. To consider any Planning Applications received where necessary

AGENDA

1. To receive apologies for absence
2. To receive Declarations of Interest.
3. To approve the minutes of the Committee meeting held on 24th July 2019 as a true record of that meeting
4. To receive an update of issues outstanding from the previous meeting:
5. Working Parties
To receive reports from meetings held or next meeting date:
 - Christmas Lights and Event – Next meeting 14th Sept 2019
 - Art Trail – Report Attached
 - Events in the Market Square – report verbal or tabled, meeting 3rd September 2019
6. Parish Pump
To agree timeline for next issue.
7. Website
To receive and ratify the Accessibility Statement.
8. Rochford District Council
To receive information from Rochford District Council:
 - Architectural Heritage Fund – Information attached
 - Open Doors Project – Verbal report
9. Community Initiatives
To receive reports on
 - Activities run by Footprints Community Group
 - Flagpole – Verbal report
 - “Coffee with Cops” – 23rd September 2019
 - Citizen of the Year
 - Discover 2020 – community mural project – No further action.
As a representative meeting moved to Full Council.
10. Planning Applications
Please see report attached
11. Finance/Budgets
 - To receive the financial report for end of Month 5, 31st August 2019