



Rochford Parish Council

Members of the Community Projects Committee are requested to attend a meeting to be held on **Wednesday 2nd February 2022 at 7.30pm** in the Parish Rooms. The Agenda is set out below.

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.

Sally Faulkner
Clerk to the Council
28 January, 2022

Terms of Reference for Community Projects Committee.
Membership for 2021/22:

Membership: Cllrs. Mrs. M. Weir, Mrs. J. McPherson, A. Williams, M Softly, J Gooding, Mrs R. Efde, S Taylor and D Efde, J Edmunds

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

Parish Council Rooms
West Street
Rochford Essex SS4 1AS

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Agenda

1. To receive apologies for absence.
2. To receive any Declaration of Interests
3. To approve the Minutes of the Meeting held **17th November 2021** as a true record of that meeting.
4. To receive updates, from Lead Cllrs on 2021 events
 - i. Markets ST
 - ii. Christmas Clerk
 - iii. Museum JG
5. Feedback on 2021 Events
6. Planned events for 2022/23
 - i. Teen Market - verbal
 - ii. Queens Platinum Jubilee
 - iii. Christmas - verbal
7. Planning Future Events 2022/23
To discuss the process and timing
 - i. Recap of previous event suggestions
 - ii. Agree events for Jan-Mar 2022
 - iii. Process for reaching consensus for 2022 events (same process as 2021, or different?)
 - iv. Agree how to access missing data and local consultation
8. Parish Pump dates for 2022/23 -