

Appx 5

R.V.S. Eight Parishes Committee

Terms of Reference

Remit

To share ideas and developments which might benefit neighbouring parishes and to better resolve problems common to two or more partner parishes.

Main objectives

To benefit from ideas and developments which have been successful in other parishes.

To increase the chance of resolving common problems by having a greater voice and a larger representation when seeking advice, help or action from Rotherham Borough Council or other formal bodies.

To jointly influence policies on local issues to the benefit of our communities.

To create a closer bond between neighbouring villages.

Committee Membership

The Committee will comprise of members from each of the (eight?) participating Parish Councils. Each member will have a mandate to speak and make decisions on behalf of their own Parish Council.

From time to time, experts/specialists in a particular field may be invited as guests to advise on specific matters.

Meetings

There will be 4 planned meetings each year – in January, April, July and October.

The venue for each meeting will rotate through each membership parish in alphabetical order, with the host parish providing suitable meeting facilities and coffee etc.

Additional meetings may be arranged by agreement to progress matters of major concern or importance.

Administration

A Chairman shall be elected by the members and, to ensure some continuity, he/she will hold the post for 1 year at which time the post will pass to another member.

A Vice Chairman shall also be elected to deputise in the absence of the Chairman.

(It may be sensible to have a routine whereby the Vice Chairman always steps into the Chairman rôle after 1 year so that just a new Vice Chairman is elected each year)

A Secretary shall be elected from the members, with no particular limit on tenure.

Meeting Minutes should be succinct with the emphasis being mainly on recording actions agreed (if any).

The Chairman will set the Agenda and any member wishing a specific item to be included on the Agenda shall send this to the Chairman for consideration/inclusion.

Sub-groups may occasionally be formed either to progress projects outside the meeting or to represent the Committee in pursuing issues with RVS Assembly, Rotherham Borough Council or other organisations.