

Fingerpost Field - Working Group

1. Purpose

The Fingerpost Field Working Group ("the Working Group") is established by the Parish Council as an advisory working group to investigate opportunities for enhancing the Parish Council-owned recreation land for the benefit of residents.

The Working Group will develop proposals for improvements that may include, but are not limited to:

- A running and walking track;
- A pump track;
- Landscaping and biodiversity enhancements;
- Seating, pathways and associated infrastructure;

The Working Group will present recommendations to the Parish Council to support informed decision-making and future public consultation.

2. Membership

Membership shall comprise 4 councillors appointed by the Parish Council and may include co-opted members of the public with relevant knowledge or experience.

The leader of the working group will be appointed by the group at the first meeting.

3. Status

The Working Group is an advisory body only and has **no delegated powers**.

It may make recommendations to the Parish Council but cannot:

- Make decisions on behalf of the Council;
- Commit the Council to any expenditure;
- Enter into contracts or agreements;
- Submit planning applications;
- Make representations on behalf of the Council without prior approval.

All decisions remain the responsibility of the Parish Council.

4. Objectives

The Working Group will:

- Develop a long-term vision for enhancing the Council-owned land.
- Investigate potential recreational and environmental improvements.
- Research examples of similar projects undertaken elsewhere.
- Identify potential funding opportunities and grant schemes.
- Obtain indicative quotations, estimates and cost information where appropriate.

- Consider maintenance implications and whole-life costs of proposals.
- Consider accessibility, inclusivity, environmental sustainability and biodiversity.
- Liaise with relevant organisations, user groups and technical specialists where appropriate.
- Prepare recommendations for consideration by the Parish Council.
- Assist the Council in developing information and options for public consultation.

5. Scope of Work

The Working Group may:

- Visit comparable facilities.
- Seek informal advice from suppliers, consultants and relevant organisations.
- Gather indicative costs and outline designs.
- Explore potential project phasing.
- Consider site constraints and opportunities.
- Prepare reports, presentations and consultation material for Council approval.

The Working Group shall not commission professional services or incur expenditure without prior approval of the Parish Council.

6. Meetings

The Working Group will meet as required.

Meetings are informal and do not constitute meetings of the Parish Council.

Notes of meetings and any recommendations shall be reported to the next available Parish Council meeting.

The Working Group shall report regularly to the Parish Council.

7. Financial Arrangements

There is no financial control delegated to the Working Group.

Any expenditure required to support the Working Group's activities must be authorised by the Parish Council in accordance with its Financial Regulations.

8. Review

These Terms of Reference shall be reviewed by the Parish Council as required and at least annually.

9. Dissolution

The Working Group shall continue until:

- Its objectives have been completed;
- It is dissolved by resolution of the Parish Council; or
- The Parish Council determines that an alternative governance arrangement is appropriate.

Next review	May 27
Adopted	14th July 2026