

Lydiard Millicent Parish Council
Footpath Working Party
Terms of Reference

The Footpaths Working Group aim is to monitor, seek to improve and investigate the provision of new footpaths within the Parish.

Aims and Objectives

- To be task specific and time limited
- To examine an issue in detail, read reports and related material, examine options and obtain advice for the Council.
- To advise the Parish Council on the actions needed and related costs for the successful completion of any project
- To create an inventory of each footpath within the Parish, which records ownership, and any issues that require attention.
- To ensure that all footpaths are signposted as Rights of Way, where they leave a road and way marking the route where appropriate.
- To identify and report that stiles and signposts are in good condition
- To identify and report that footpaths within the Parish Boundary are free of obstruction
- To identify and investigate the provision of new footpaths.

Ways of Working

- The Working Party will elect a Chairman at its first meeting
- At least 3 Councillors will form the Working Party, Quorate is a minimum of 3 Councillors.
- The Parish Clerk will attend meetings and take the notes on activities and progress, which will be reported back to the Parish Council as a standing item on the agenda.
- The Parish Clerk will action any requirements as directed by the Parish Council.
- Members of the Public may be co-opted as approved by the Parish Council
- Meetings will not be held in Public and Standing Orders are not, therefore, applicable. The Code of Conduct will still apply.
- Recommendations by the Working Party on the management of a project will be made to the Parish Council.
- The Working Party will have no spending power, all decisions and approval of associated expenditure will be made and minuted at Full Parish Council and shall be managed in accordance with Standing Orders and Financial Regulations.