



CALSTOCK PARISH COUNCIL

Terms of Reference – St Ann’s Chapel Skate Park Advisory Committee

1. Members of the St Ann’s Chapel Skate Park (SACSP) Advisory Committee shall be appointed by the Council at the Annual Meeting or an ordinary meeting, the quorate number to meet shall be 3.
2. The Chair of the SACSP Advisory Committee will be elected at the first meeting after the Full Council’s Annual Meeting.
3. Meetings of the SACSP Advisory Committee will be held as and when required.
4. The SACSP Advisory Committee will make regular reports to the Receptions Committee and, in turn, the Full Council.
5. The purpose of the SACSP Advisory Committee is to:
 - 5.1 develop a suitable plan for the installation of a new skate park and any other complementary play equipment,
 - 5.2 act on behalf of the Council to seek funds to develop the approved plans,
 - 5.3 resolve issues in relation to the development,
 - 5.4 define necessary policy and working practices for approval by the Council and to implement the policy of the Parish Council in relation to correct installation of the equipment e.g. health and safety.
6. The Advisory Committee is not authorised to commit the Council to any expenditure or other obligation that has not been discussed and approved by the Council.
7. The Advisory Committee will cease to exist when the Council resolves that it has completed its purpose and any outstanding matters and ongoing issues have been dealt with.