



# Award Land Working Group Terms of Reference

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**The Parish Council delegates the following responsibilities to the Award Land Working Group.**

**1. General**

To meet at the discretion of the Chairman of the Award Land Working Group to deal with matters pertaining to the efficient management of the Award Land.

**2. Award Land, Sandford Hill**

- (a) To provide access for quiet recreation.
- (b) To consider developments that will encourage public use and enhance the enjoyment of this area.
- (c) To encourage community participation in the project i.e. Volunteers.
- (d) To ensure that adequate insurance cover is maintained.
- (e) To ensure quarterly risk assessment inspection of trees surrounding footpaths and structures.
- (f) To make recommendations to the Council.

**3. Reporting**

- (a) To record the proceedings of meetings and provide them to the Parish Clerk once Working Group members have approved them. Members may request a copy from the Parish Office
- (b) To report to the Employment, Finance and Policies Committee its recommendations and requests for financial expenditure.
- (c) To report details of requested budgets by end of November each year. The report should include the remaining balance and any plans for its use.

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