

**ENVIRONMENT WORKING GROUP
TERMS OF REFERENCE**

1. The working group will consist of a minimum of two councillors.
2. Members of the public can be appointed to the committee.
3. A quorum shall consist of four people including one Councillor
4. No Chairman may hold office for more than three years in succession.
5. There will be a minimum of four meetings per year with additional meetings as required.
6. Notes of the meeting will be written and submitted to Full Council.
7. The clerk will take notes if present, if he is not, a person shall be nominated to do so.
8. The working group will:
 - i. Promote a high quality, sustainable environment in the parish
 - ii. have regard to landscape quality, the built environment, heritage, open space, water, air, soil quality, resource conservation, waste management, biodiversity and habitats, climate change, flooding, noise and light pollution
 - iii. Seek to promote communities that are clean, safe, healthy and socially inclusive
 - iv. Maintain an up-to-date policy in accordance with Parish Plan, monitor its implementation and report on progress
 - v. Identify, gather and monitor environmental data for the parish
 - vi. Identify trends and issues and recommend appropriate actions
 - vii. Promote environment policies with committees as appropriate
 - viii. Invite members of the public to address the parish on environmental issues
 - ix. Encourage community events such as litter picks
 - x. Update residents via the Newsletter, local magazines and website
9. The Chairman will report to the Parish Council at the monthly Full Council meetings.
10. Any proposed expenditure must have approval of the Parish Council or the Finance Committee.
11. The Terms of Reference will be reviewed annually.