



SEAMER PARISH COUNCIL

www.seamercrossgates.org.uk

IRTON PARISH COUNCIL

www.parish-council.com/irtonparishcouncil/

COMMUNITY AWARD WORKING GROUP

TERMS OF REFERENCE

1 PURPOSE

- (a) The Community Award Working Group (the Working Group) be a standing joint Working Group of Seamer Parish Council and Irtton Parish Council, to undertake the following functions hereby delegated to the joint Working Group by the Councils, consistent with these terms of reference in full:
 - (i) To administer a Community Award for Seamer, Crossgates and Irtton, to be received from North Yorkshire Councillor (and thereafter Honorary Alderman of the Borough of Scarborough) D Jeffels, as a legacy for his 17 years of representing Seamer, Crossgates and Irtton as County Councillor for the former North Yorkshire County Council Seamer & Derwent Valley division.
 - (ii) To nominate annually, to the Clerks of the Councils, a person living in the Parish Council areas who is considered to have made a significant contribution to life in the community.
 - (iii) Following approval of the granting of the Community Award, by the Clerks of the Councils under delegation from their respective Council, in consultation with Members of the joint Working Group, to present the award to the approved recipient on a suitable occasion eg at an assembly of a Parish Meeting or at a Parish Council meeting.

2 MEMBERSHIP

- (a) The Members of the joint Working Group be:
 - (i) the Chairman and Vice-Chairman of Seamer Parish Council.
 - (ii) the Chairman and Vice-Chairman of Irtton Parish Council.

3 GOVERNANCE

- (a) Seamer Parish Council and Irtton Parish Council delegate to their respective Clerk approval of the granting of the Community Award annually, to a person living in the Parish Council areas who is considered to have made a significant contribution to life in the community, in consultation with the Members of the joint Working Group.
- (b) The Code of Conduct, Standing Orders, Financial Regulations and Policies of their respective Council be applied in full to the Members of the joint Working Group.
- (c) Seamer Parish Council and/or Irtton Parish Council may at any time make a resolution and undertake any matter delegated within or amend these Terms of Reference or dissolve the Working Group:
 - (i) in consultation with the Chairman of the other Council, and
 - (ii) subject to informing the Chairman and Clerk & Responsible Financial Officer of the other Council within 1 day.

APPROVED BY SEAMER PARISH COUNCIL MEETING ON:

Date: 11 April 2023

Minute: 10(b)

SIGNED:

Chairman, Seamer Parish Council

APPROVED BY IRTON PARISH COUNCIL MEETING ON:

Date:

Minute:

SIGNED:

Chairman, Irton Parish Council