

Terms of Reference for the

Footpath Steering Group

1. Introduction

This group has been created in response to consideration over a number of years that the road between Ightfield and Calverhall is dangerous for pedestrians and bicycles, especially for vulnerable members of the community. Calverhall has a lot more community facilities than Ightfield and therefore travel between the two villages is necessary for the community. In addition, it has been identified that many health and well-being benefits will be gained from the creation of this pathway.

2. Aims

The group will be representative of the local community as a multi representative group with the single purpose of

- The creation of a footpath between the two villages of Ightfield and Calverhall
- Ensuring the future upkeep of the said footpath is addressed and achieved
- Secure a cohesive, vibrant and sustainable community

3. Representative Members

- Shavington & Cloverley Estate
- Ightfield Parish Council
- Calverhall and Ightfield Village Hall Committee
- Shropshire Council – Member
- Shropshire Council – Staff

4. Meetings and Administration

Meetings will be held on a regular basis as and when required to address the business of the project. In the event of absence, members should inform the Chair by email and forward any actions addressed from the previous meetings.

Any items or papers will be circulated by email to all group members and any additional partners invited for specific agenda items. Minutes will be circulated to all partners with the agenda and paperwork.

5. Deliverables

- Funding for the project
- Land for the pathway
- Legal agreements in place
- The footpath itself
- Fencing along the length of the pathway and gates where gates already exist
- Adequate signs/signage
- Agreement for ongoing maintenance to have been agreed

6. Scope / Jurisdiction

The scope of this sub-group will be to address the above and ensure that everything is put in place when the project goes ahead.

Keep all local communities well informed and engaged in the project and address any concerns wherever possible.

Undertake research on other similar projects.

Seek relevant funding opportunities and conform to the requirements put in place by funders.

Identify resources and a budget ensuring value for money at all times.

Hand back to Ightfield Parish Council when the remit of the steering group has been achieved.

7. Governance

Decision making will be based on a majority vote, as long as at least two thirds of the representative group are involved.

Voting may take place by email.

The group will be disbanded when the aims have been achieved or a decision is made not to pursue the project further.

Dated: ...**5th March 2018**

Signed: **Dave Price** (Chair)

