



**Odiham**  
Parish Council

## **Community Committee Terms of Reference**

1. The Committee is constituted to represent Odiham Parish Council in helping to foster a vibrant community through partnership with public and private organisations.
2. The Committee seeks to achieve this objective by working and liaising with other parish groups and organisations to help them achieve their objectives within the scope of the Council's legal powers and responsibilities.
3. The committee will take the lead role in organising any events that the Parish Council may decide to hold.
4. The Committee holds delegated authority from the Council as defined under item 3 (d) of the Council's Standing Orders.
5. All serving Councillors may request to be appointed to the Committee.
6. The Council will appoint a Chair of the Community Committee at the Annual Meeting of the Council may elect a Vice Chair as per Standing Order no 3 (e) (vi).
7. The Committee will be quorate in accordance with the Standing Order 1 (w) and meetings will normally be held in line with the published Parish Council meeting timetable as determined by the Council.
8. The Committee may nominate representatives to participate in joint working parties and to represent the Council on external committees.
9. The Committee is responsible for approving the disbursement of grants provided for specific events or parish organisations as identified in the Council's annual budget (As per Financial Regulation 1.14 grants in excess of £5000 need to be approved by Full Council).
10. Working parties and Advisory Committees established under the Committee's powers and undertaking roles which are the responsibility of the Committee will be formed with explicit and independent Terms of Reference as required by Standing Orders.
11. The Committee shall ensure that full financial details and information are kept of all events whether run directly, through working parties, or by grant funding to third party organisations and shall present such information to the Council periodically. This requirement will be a condition of the provision of grant funding to third parties. The Committee may require funding to third parties to be made against invoiced expenses. The Committee is empowered only to approve funding for future expenditure incurred by third parties. It cannot fund expenditure unless previously approved by this committee.
12. These Terms of Reference shall be reviewed by the Full Council at the Annual Meeting.

May 2019