

## **TERMS OF REFERENCE FOR KIRKBYMOORSIDE TOWN COUNCIL**

### **MANOR VALE MANAGEMENT COMMITTEE**

1. The Manor Vale Management Committee will be responsible for overseeing the maintenance of Manor Vale Woodland and the management of the shrub belt and woodland trail at Ryedale View play area.
2. The Committee will have the power to elect a chairman who will be elected at the first meeting.
3. The Committee should have a budget equal to the Manor Vale budget set when the current precept was determined.
4. The committee may authorise maintenance works provided that the cost is within the allocated budget.
5. The Town Council's Standing Orders will apply to the Committee.
6. The composition of the committee is to be 3 council members and 3 to 6 members of the public.
7. The quorum will be three members at least one of whom is a council member.
8. The Manor Vale Management Committee will review its membership annually at the Annual Meeting of the Town Council in May.
9. The Manor Vale Management Committee will ratify its own minutes and then send these to Full Council for information only.
10. The Manor Vale Management Committee will follow the rules for convening its meetings as those applied to meetings of the Full Council. Some site visits will be necessary.