



## **TERMS OF REFERENCE** **FEERING PARISH COUNCIL PUBLIC RIGHTS OF WAY AND** **CYCLEWAY COMMITTEE**

Feering Parish Council agrees to appoint the “FPC PRoW & Cycleway Committee”.

### **Members**

- Members of the Committee are established at the Annual Parish Meeting (as per Standing Orders).
- The Committee will be made up of a minimum of four people, at least one of whom must be a full PC member.
- Co-opted Councillors may join during the year if authorised by the Parish Council.
- Three Members or one-third of the Committee shall constitute a quorum for meetings, whichever is the greater (as per Standing Orders).
- The Chairman of the Committee shall be appointed at the first meeting of the Committee during the Municipal Year (as per Standing Orders) or as soon as reasonably practicable thereafter.

### **How often Meetings Held**

Meetings shall be called by the Chairman of the Committee and/or the Secretary of the Committee as and when deemed necessary.

Minutes of all meetings will be recorded by the Secretary or any member nominated at the meeting and held by the Parish Council.

### **Responsibilities**

The Committee is responsible for the following:

- Monitoring village Footpaths (Public Rights of Way).
- Monitoring village cycleways.

## **Reporting**

The Committee shall provide an update on PROW and Cycleway matters at each Feering Parish Council meeting.