

# Bainton and Ashton Parish Council

## Nature Recovery Working Group



### TERMS OF REFERENCE

Adopted on (date)

Original signed (Chairman)

Date	Details of any revision
30/5/24	Points 12 and 13 re grass cutting plans added
2/9/24	Points 7 and 8 removed re Primrose festival and bulb planting
	Added to point 10 re additional maintenance
	Quorum made minimum of 3.

Schedule of review:

Adopted date:

Review date:

## **Aims**

This working group has responsibility for making recommendations and proposals to Bainton and Ashton Parish Council on nature recovery plan projects, ideas and actions.

It aims to recommend projects and ideas to enhance and improve wildlife habitats in line with the Langdyke Trust Nature Recovery Plan aims and objectives.

## **Authority**

These terms of reference set out the membership, remit responsibilities and reporting arrangements of the Bainton and Ashton Parish Council Nature Recovery Working Group.

The working group is appointed by, and responsible to, Bainton and Ashton Parish Council. It has no delegated power to spend Parish Council funds and will make recommendations to Parish Council and act on their instructions before implementing any project actions or changes. It has no delegated powers to make decisions on behalf of the Parish Council.

## **Membership**

The working group will consist of:

At least 2 appointed Parish Councillors and *up to* 7 village residents.

## **Record of proceedings**

Quorum of a meeting will be a minimum of 3 members which must include 1 Parish Councillor.

When a meeting is held, an agenda will be drawn up. Notes will be taken, agreed and a copy of the minutes will be sent to the Clerk of the Parish Council to be included with associated paperwork for Parish Council meetings.

Clear and concise formal resolutions are required at all times to avoid ambiguity in the minutes and to ensure that the intention of the resolution is conveyed to the members for them to vote on.

## **Responsibilities to include, but not limited to;**

1. Produce a 10 year Nature Recovery Plan for Bainton and Ashton.
2. Suggest proposals and actions to deliver this plan to the Parish Council.
3. Advise how the Langdyke Trust grant and future grants/donations are spent and recommend relevant expenditure in line with the plan.
4. Investigate different ideas to promote biodiversity and nature recovery, in conjunction with the John Clare Countryside Vision.

5. Liaise with the John Clare Countryside advisory team for support and advice on delivering the 10-year plan.
6. Advise the Parish Council (PC) on funding opportunities to support the Nature Recovery work.
7. Organise a series of Parish Council/ Nature Recovery activities on behalf of the PC.
8. Liaise with landowners and residents as required.
9. Regularly update the Parish Council on progress and issues and recommend actions to be approved at Parish Council meetings. When the project plan has been agreed, the group may carry out the actions agreed without referring them each time to the Parish Council. Likewise, expenditure that is pre agreed *within the budget* for the project, can be spent without agreement again from the Parish Council.
10. Prepare the grass cutting plans of the verges and green areas, sympathetic to the nature recovery objectives. May advise the Parish Council of additional maintenance work eg sweeping of leaves on footways.
11. Liaise with the grass cutting contractor and Clerk to ensure the correct cutting plans are prepared and communicated via the council.
12. All members of the working group will consider the rules and guidelines followed by the Parish Council and follow the Parish Council Code of Conduct, Financial Regulations and Standing Orders in its dealings.