

Full Council Meeting – 30th September 2021

Agenda Item Number - CC2248/21

Creation of a Working Group – Remodelling the Parish Council Magazine

Introduction

To create a new working group to develop proposals to remodel the current Parish Council magazine (Parish Pump).

Discussion

The Council currently publishes the Parish Pump, a magazine produced sporadically that is delivered to all Croxley Green residents.

Councillors have made suggestions that the Council should look to update the format and design of the magazine and ensure that it is published at more regular intervals throughout the year.

Recommendations

The Council is invited to approve:

- A new working group to develop proposals to remodel the current Parish Council magazine.
- The draft terms of reference (at Annex A).

Councillors are invited to join the working group.

Ryan Bennett
Clerk to the Council
September 2021

ANNEX A – DRAFT TERMS OF REFERENCE

CROXLEY GREEN PARISH COUNCIL

PARISH COUNCIL MAGAZINE

1. Membership

- Members of the working group will be appointed by the Parish Council and membership will be reviewed annually.
- Members of the public may also be members of the working group, subject to agreement by the Parish Council.

2. Leader

- The leader of the working group must be an elected Member and will be chosen by the working group and agreed by the Parish Council. This will be subject to review annually.

3. Responsibility and powers

- Working groups cannot make decisions on behalf of the Parish Council.
- The working group will report its recommendations to the Council for approval.
- The working group will report progress to the Finance & Administration Committee.

4. Purpose

- The purpose of the working group is to develop proposals to replace the current Parish Council magazine (Parish Pump).

5. Meeting Schedule

- The working group is to meet on an ad-hoc basis at times convenient to Members.