

# **TERMS OF REFERENCE**

## **Telford & Wrekin Rural Transport Working Group**

### **Type of committee**

The working group is an advisory group of Rodington Parish Council. It is not a committee.

### **Purpose**

The purpose of the working group is to work with the community, local authorities and other bodies to produce recommendations and strategies and feed concerns into responsible bodies with the aim to address issues of road safety and road use around the parish of Rodington in Shropshire and neighbouring parishes in the rural area of Telford & Wrekin.

### **Scope and authorities**

This working group shall have no financial delegated authority by Rodington Parish Council. Any recommendations or suggestions of making financial contributions towards road safety schemes shall be made to the Clerk of the respective parish council who shall make the formal recommendations to their Full Council if they are deemed practicable and compliant with relevant legislative powers.

The working group shall be facilitated by Rodington Parish Council and is aimed at involving as many neighbouring parishes and residents as possible.

This working group shall elect its own Chair for the purposes of presiding over the business to be transacted at meetings of the working group. This person may be a Councillor or non-Councillor and should live within the rural areas of Telford & Wrekin.

There shall be no need for a Treasurer as there shall be no financial handling by this group. Meetings of this group shall be noted by the Clerk of Rodington Parish Council and minutes shall be made available on the parish councils' website, the Clerk of Rodington Parish Council shall therefore act as Secretary to this working group.

This working group may conduct meetings with officers of Telford & Wrekin Council and other authorities without repeated approval of Rodington Parish Council, provided those meetings are kept open to all members of this working group and comply with these terms of reference. Furthermore, this group may converse through email and written letter to officers as named above, but this must be done through the Chair or Secretary of this working group and reported back through meetings of this working group.

### **Membership**

- Local electors within the rural parishes of Telford & Wrekin may be members.
- Elected members and officers of Telford & Wrekin Council, Ercall Magna Parish Council and Wrockwardine Parish Council are invited to be members of this working group.
- Others may be invited by the Secretary of the working group in conjunction with the Chair of the working group.
- There shall be no upper limit of members.
- Anyone who takes part in the working group who is not a paid officer of the Rodington Parish Council shall be voluntary, any expenditure for the group for the

purposes of stationary shall be approval and made through the Clerk of Rodington Parish Council only.

### **Meeting arrangements**

This working group will not have a scheduled list of meeting dates presented to the Full Council of Rodington Parish Council at its Annual General Meeting. Instead, this working group shall meet as and when required to deal with the matters under the scope of this terms of reference.

Rodington Parish Council shall cover the costs of meeting room hire for the purposes of this working group to meet. The time and location of meetings of this group shall be determined by this group.

**These Terms of Reference were adopted by Rodington Parish Council at its meeting held Wednesday 2<sup>nd</sup> March 2022.**