

# Lawford Parish Council



## Committees and Posts – Suggested Numbers and Membership

Parish Council Chairman..... Cllr Adcock-Jones  
 Parish Council Vice Chairman..... Cllr Maggie woods

<p><b><u>Public Realm</u></b>  <b>5 Councillors</b>                  (Certain Delegated Powers - Budget £5000.00)</p>	<ol style="list-style-type: none"> <li>1. Maggie Woods (Chair)</li> <li>2. Steve Adcock-Jones (Vice Chair)</li> <li>3. Val Pretty</li> <li>4. Dave Thurlow</li> <li>5. Terry Barrett</li> </ol>
<p><b><u>Administration</u></b>  <b>5 Councillors</b>                  Chairman and Vice Chairman as for Council                  Ref Personnel element: <b>Chairman to initiate the independent Appeals Committee if required</b>                  (Certain Delegated Powers)</p>	<ol style="list-style-type: none"> <li>1. Steve Adcock-Jones</li> <li>2. Maggie woods</li> <li>3. Carlo Guglielmi</li> <li>4. Iain Miles</li> <li>5. Mark Kinsmore</li> </ol>
<p><b><u>Planning Committee</u></b>  <b>5 Councillors</b>                  (Certain Delegated Powers)</p>	<ol style="list-style-type: none"> <li>1. Iain Miles (Chair)</li> <li>2. Maggie Woods (Vice Chair)</li> <li>3. Val Guglielmi</li> <li>4. Dave Thurlow</li> <li>5. Godfrey Payne</li> </ol>
<p><b><u>Byelaws Working Group</u></b></p>	<ol style="list-style-type: none"> <li>1. Steve Adcock-Jones</li> <li>2. Maggie Woods</li> <li>3. Dave Thurlow</li> <li>4. Mark Kinsmore</li> </ol>
<p><b><u>Website Working Group</u></b></p>	<ol style="list-style-type: none"> <li>1. Iain Miles</li> <li>2. Valerie Pretty</li> <li>3. Maggie Woods</li> <li>4. Terry Barrett</li> </ol>
<p><b><u>Managing Facebook</u></b></p>	<ol style="list-style-type: none"> <li>1. Iain Miles</li> <li>2. Terry Barrett</li> </ol>
<p><b><u>Three Council's Merger Steering Group</u></b></p>	<ol style="list-style-type: none"> <li>1. Alan Coley (District councillor)</li> <li>2. Val Guglielmi</li> <li>3. Carlo Guglielmi</li> </ol>
<p><b><u>Quality Council Working Party</u></b></p>	<ol style="list-style-type: none"> <li>1. Steven Adcock-Jones</li> <li>2. Maggie Woods</li> <li>3. Valerie Pretty</li> <li>4. Mark Kinsmore</li> </ol>
<p><b><u>Parish Meeting (arrangements) Working Party</u></b></p>	<ol style="list-style-type: none"> <li>1. Steven Adcock-Jones,</li> <li>2. Maggie Woods</li> <li>3. Terry Barret,</li> <li>4. Carlo Guglielmi</li> <li>5. Val Guglielmi</li> </ol>

**Committees:** Committees hold meetings which are open to the public and the dates and venues of those meetings are published for the year ahead. The press and public can only be excluded to discuss items of a personal nature or a confidentially or commercially sensitive matter. The correct process for exclusion must be adopted should the need arise and be subject of a vote by Councillors.

Committees have delegated powers. However when appropriate committees bring recommendations to full council for approval.

**Sub-Committees:** Sub-Committees hold meetings to progress a particular issue on behalf of the main committee. The Sub-Committee has no delegated powers and reports back to the main committee. Non-councillors can be co-opted onto Sub-Committees.

**Working Groups:** Working Groups are not public meetings and exist only to deal with a particular project and to report back to full council with findings. When this work is complete the particular Working Group is dissolved.

The Parish Council is also invited to nominate councillors as representatives on other bodies as a conduit to consultation. The representatives report back directly to full council under the appropriate agenda item.

**Representatives:**

Leeches Educational Trust	Val Guglielmi
Ogilvie Hall Management Committee	Val Pretty
Police Liaison	Alan Coley <i>(Co-opted)</i>
Emergency Planning (Twice yearly)	Alan Coley <i>(Co-opted)</i>

**Summary**

	<b>Committee</b>	<b>Parish Representative/Working Parties</b>
Steve Adcock-Jones	Public Realm/ Administration	Byelaws Working Party, Quality Council, Parish Meeting arrangements
Terry Barrett	Public Realm	Managing Facebook, Website Working Party
Carlo Guglielmi	Administration	Three Parishes Merger/Parish Meeting
Val Guglielmi	Planning	Three Councils Merger/Leeches Educational Trust/ Parish Meeting
Mark Kinsmore	Administration	Quality council, By-Laws
Iain Miles	Planning /Administration	Managing Facebook/Website Working Party
Godfrey Payne	Planning	Leeches
Val Pretty	Public Realm	Ogilvie Hall Management committee, Website Working Party/Quality Council
Dave Thurlow	Planning/Public Realm	By-Laws working Party/Leeches
Maggie Woods	Planning/Public Realm/Administration	By-Laws working Party

- Leeches: Cllr Godfrey Payne is Secretary, Cllr Dave Thurlow and Cllr V Guglielmi are council representative
- Administration Committee: Positions for Chair & Vice Chair depend on their election to those posts for Full Council