

**Wickersley Parish Council**  
**Terms of reference for committees**  
**Last reviewed 18<sup>th</sup> May 2021**  
**Next Review Date May 2022**

- 1) COMMITTEE:** Events
- 2) POWER TO DECIDE:** Yes
- 3) POWER TO SPEND:** Yes - within budget. (Except for agreeing annual budget, and spending in excess of budget, which must be authorised by full council) May be delegated to Clerk or Clerk *and* the Chairperson of the Committee (or Council Chairperson if unavailable).
- 4) ACCOUNTS:** Financial activity against committee budget will be reviewed and approved at each meeting. The accounts of the committee will form part of the council's accounts and will be audited as part of the council's accounts.
- 5) MAX. MEMBERSHIP:** 6 Councillors.
- 6) QUORUM:** 3 Councillors.
- 7) CHAIRPERSON:** Elected each year at the first committee meeting after the Annual Council Meeting in May
- 8) MEETINGS/YEAR** Minimum 1
- 9) REPORTING:** The Chairperson to report special items and/or recommendations to full council with a copy of the draft minutes at the next available Council meeting following a meeting of this committee.
- 10) UNDERTAKINGS:**
- a) To manage the annual Christmas light switch on.
  - b) To manage Wickersley Parish Gala.
  - c) To manage any other events as deemed necessary by the Council.