



Chairman of the Council and must ensure that they obtain appropriate legal, financial and other specialist advice before action is taken.

Where the Parish Clerk has a conflict of interest in any matter, they shall not participate in that matter unless approved by the Council and this is formally recorded in the Council minutes.

## **5. THE COUNCIL**

The following matters are reserved to The Council for decision:

- Setting the Budget & Precept.
- Borrowing money.
- Making, amending or revoking Standing Orders, Financial Regulations, Risk Management Scheme or this Scheme of Delegation.
- Matters relating to the Council's Code of Conduct
- Making, amending or revoking By-laws.
- Making of Orders under any Statutory powers.
- Matters of principle or policy.
- Election of Chairman and vice Chairman.
- The adoption of the schedule of meetings for the ensuing year.
- Nomination and appointment of representatives of The Council to any other authority, organisation or body.
- Annual review of direct debits and standing orders.
- Approval of the Annual Return (Statement of Accounts).
- Approval of the year end accounts.
- Any proposed new undertakings.
- Awarding donations and grants fund to other bodies other than those specifically named in the budget.
- Prosecution or defence in a court of law.
- Nomination or appointment of representatives of the Council at any inquiry on matters affecting the Parish.
- Creation of Committees and Working Parties and membership therein.
- Confirming the appointment and job description of the Parish Clerk and approval of any subsequent appraisal, salary and allowances.

## **6. COMMITTEES AND SUB-COMMITTEES**

The Council currently has no committees but they may be formed by resolution of the Council at any time and delegated powers may be decided upon at the time the Committee is formed by means of a minute detailing the Terms of Reference.

## **7. WORKING GROUPS**

**The Parish-Wide Neighbourhood Plan Steering Group** is charged with preparing the plan in accordance with the Terms of Reference of the Parish-Wide Neighbourhood Plan Steering Group.

Working Groups/Parties may be formed by resolution of the Council or a Committee at any time. The work of such a Working Group/Party will be decided upon at the time it is

formed by means of a Minute detailing the Terms of Reference. Appointment shall be as agreed at the time by The Council

Each Working Group/Party will report back with recommendations to The Council.

#### **8. REVOCATION**

The Council may, at any time and without prejudice to executive action taken already, revoke any executive power delegated to an Officer, Committee, Sub-committee or Working Group.

**Adopted on: 04 November 2025**

**To be reviewed annually at the Annual Parish Council Meeting (See Minutes of that meeting)**