

## **SAMPFORD COURTENAY PARISH COUNCIL**

### **Sampford Courtenay and Environmental Sustainability**

#### **Sub-Committee Terms of Reference**

**1. PURPOSE** – The purpose of SCEnSus is to make recommendations to the Council and deal with Environmental and Sustainability related matters within the parish.

**2. REVIEW POINT** – These terms of reference may be reviewed at any time by the Council to ensure they remain appropriate to meet the Parish Councils priority.

#### **3. AIMS**

- a) To improve the environment in and around Sampford Courtenay and facilitate sustainable living initiatives for the community.
- b) To encourage a more Environmental and Sustainable parish by highlighting relevant information and advice via the Website, Facebook and Community Hub Noticeboards.
- c) To organise local events to encourage environmental and sustainable activities.

#### **4. MEMBERSHIP**

- a) SCEnSus will consist of Parish Councillors, appointed by the Council as well as members of the public. The Membership may be reviewed at any time by the Council.
- b) Members acting, claiming to act or giving the impression of acting as a representative of SCEnSus, must adhere to the Council's policies and procedures, including the Council's Code of Conduct.
- c) SCEnSus will continue to liaise and work with other local Climate Emergency groups and other agencies.

**5. CHAIR OF SCENSUS** – can be appointed by members.

**6. REPORTING** – SCEnSus will report to the Council on a regular basis, by providing Minutes of their meetings, and where appropriate, provide reports/Project plans outlining their recommendations and rationale, including sufficient detail to enable the Council to make an informed decision.

**7. POWERS/AUTHORITY** – SCEnSus is established as a Sub-Committee of the Parish Council in accordance with Standing Order 4. It may therefore, inform, advise and make recommendations to the Council.

**8. FINANCE** – SCPC will hold a designated Ear Marked Reserve to fund SCEnSus expenses and events. Receipts for expenditure supported by SCEnSus to be passed to Clerk for repayment prior to next SCPC meeting.

**9. COMMUNICATION AND PUBLICITY** – Clerk's contact details will be used for SCEnSus communication and information/notices will be posted via Facebook, Website page and website emails and on the 3 parish noticeboards.

**10. ACTIVITIES & PROJECTS SUPPORTING THE PLAN** - Working groups or Task and Finish groups will be required to undertake the actions within the plan. Members of the community are encouraged to volunteer and make suggestions on how the SCEnSus plan can evolve/develop to meet our aims.

Approved by Full SCPC 6<sup>th</sup> July 2021