

## **Income Generation Working Group Terms of Reference:**

### **Operation of the Working Party**

- The Working Party will have no Budget.
- The Chairman of the Working Party to be appointed by the Full Council, selected from those BHPC members who have joined the Working Party.
- Work priorities and co-option of named experts to be approved by Full Council.
- Meeting Minutes will be provided to keep the Full Council updated
- A Working Party does not meet in public; therefore, Standing Orders are not applicable.
- To explore options and make recommendations to the Full Council.
- All Members of the Council will be informed of Working Party meetings and are able to attend.

### **Objective**

To propose key actions to be taken by the Parish Council to increase revenue and usage of Parish Amenities.

### **Authority**

All proposed actions will require the ratification of the Bayston Hill Parish Council, Full Council before proceeding.

### **Working Party Establishment**

The Working Party will be formed from Councillors.

### **Time Frame**

This will be a task and finish working party with a duration of no more than 6 months. If more time is required, an extension must be agreed by the Full Council of the Bayston Hill Parish Council.

### **Resources**

The Bayston Hill Parish Council will support the working party with all reasonable requests concerning:

- Meeting Venue
- Stationery
- Finance support