



TERMS OF REFERENCE

RECREATION GROUND TRUST COMMITTEE (Charity No. 523302)

Membership:		A minimum of three (3) and maximum of eleven (11) members of the council
Need:	1	To ensure the continuation of the charity known as Recreation Ground Trust of which Tickton & Routh Parish Council is the sole trustee.
	2	To manage the affairs of the charity of which Tickton & Routh Parish Council is the sole trustee.
Conditions:	3	Membership of the Committee to be decided upon its creation and the membership of the committee to be re-appointed at the Annual Council Meeting
	4	Meetings to be convened on a needs basis within the requirements of the Local Government Act 1972, Schedule 12, para 10 and the Public Bodies (Admission to Meetings) Act 1960, para 1
	5	Meetings may exclude the press and public.
	6	Minutes to be presented to the next meeting of the parish council.
	7	The Committee is empowered to invite specialist professional Officers or advisors to attend meetings to provide guidance as to matters under discussion.
Additional Conditions:	8	A rolling 25-year Lease [dated 17 April 2023] is granted to Tickton & Routh Parish Council in pursuit of developing, administering, managing, and maintaining the Recreation Ground in accordance with the terms of the governing documents.
	9	Tickton & Routh Parish Council is granted approval to manage all requests and any Agreements relating to the use of the grounds including any assets and/or facilities sited thereon. The Council to report matters arising at the next Recreation Trust Committee meeting.
	10	Costs incurred by the Recreation Ground Trust will be met by Tickton & Routh Parish Council.
Restrictions:	11	Only Members of the parish council may be members of the Committee.
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	13	Only members of the committee may speak at committee meetings other than by the resolution of the committee or if specifically summoned.
	14	The quorum shall be three (3)
	15	The Parish Council's Code of Conduct and attendant regulations apply to this committee. The committee will resolve its decisions.

Responsibilities	Powers	Legal authority
To fulfil the Sole Trustee role in terms of management of the charity.	Committee to resolve decisions	Charities Act 2011, section 2; Local Government Act 1972, sections 10 and 139(1)(b)
To agree an annual budget for the charity to be prepared prior to the resolution of the Council precept and monitor the delivery of that charity	Committee to resolve decisions	Local Government Act 1972, sections 101
To receive reports from the Responsible Financial Officer that all audit functions have been fulfilled and that report then forwarded to council	Committee to resolve decisions	Local Government Act 1972, section 101 and Accounts and Audit Regulations 2003 as amended
To agree the year end accounts for presentation to Council	Committee to resolve decisions	Local Government Act 1972, section 101

Approved at the Annual meeting of the Council on 19 May 2025 Minute ref. 080/25.