
GOXHILL PARISH COUNCIL



Public Rights of Way (PROW), Verges and Small Open Spaces Committee **Terms of Reference**

1. Authority - The PROW committee is appointed by, and solely responsible to, Goxhill Parish Council. The committee's duties are defined and agreed by the full council, which may vote, at any time, to modify the committee's powers.
2. Membership - the committee will consist of no fewer than three elected parish councillors, and at its first meeting will elect a chairman to preside over future meetings. A quorum will be a minimum of three elected members.
3. Records of proceedings - the committee will meet quarterly, and the minutes of the meeting will be circulated to the full council with recommendations. The minutes will be published on the parish council's website.

Responsibilities

- ❖ The committee will be responsible for monitoring and inspecting the public rights of way in Goxhill by allocating paths to members. At meetings the members are to report the condition of the public rights of way after each cut and any works not being carried out as per the specification, must be reported to the Proper Officer which will then be raised with the contractor.
- ❖ The committee will advise the Proper Officer of any repairs needed to gates or stiles which will then be reported to North Lincolnshire Council
- ❖ The committee will be responsible for considering which verges and small open spaces that are to be cut in Goxhill.
- ❖ The committee has the authority to approve any works up to the value of £5,000 in accordance with the Parish Councils Financial Regulations, however if the spend exceeds the committees agreed budget, any additional spend needs to be agreed by the full council
- ❖ For any works over the value of £5,000 it is the responsibility of the PROW & Verges Committee to examine quotes and make a recommendation to the full council
- ❖ The committee will check any actioned work is completed to a satisfactory standard prior to any payment being made

Terms of reference adopted: 6th July 2023 (minute reference 2307/9)