

Netley Marsh Parish Council

Terms of Reference for the Conservation Area Review Working Group

The purpose of this working group is to work with the New Forest National Park Authority to carry out the Forest North East Conservation Area Character Appraisal.

The working group will comprise of a minimum of three councillors who will consider the requirements for the review as defined by the existing review and the guidance of the NFNPA. The work will be carried out and reported to the NFNPA as required. All members will abide by the code of conduct.

The working group will deal with any ongoing decision regarding the review but cannot make formal decisions or spend any money on behalf of the Parish Council, and any recommendations made will be subject to approval by the Full Council.

The working group will arrange its own informal meetings and schedule of work. The leader of the working group, if unable to attend a meeting of the Full Council, will nominate another member of the working party to deliver the progress report.

The working group will be responsible for correspondence relating to the review and the clerk will be copied in on all correspondence with the NFNPA. The clerk will arrange hall bookings as required.

The working group is expected to be time limited. The continuing need for a working group will be reviewed by the Full Council at the Annual Council meeting.

At the conclusion of the working group all supporting documentation will be passed to the Clerk for record keeping

ADOPTED: 17TH July 2024

REVIEWED: ANNUALLY OR SOONER IF REQUIRED