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# GOXHILL PARISH COUNCIL

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## **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 parish by way of allocation of paths to members.
- The committee will be responsible for considering which verges and small open spaces that are to be cut in Goxhill.
- Members will report back to the committee at a meeting on the condition of the public rights of way they are responsible for and will advise the trimming / maintenance requirements for each path.
- The committee will examine the quotes obtained and make a recommendation to the full council regarding its chosen contractor.
- The committee will check the work has been completed to a satisfactory standard and will advise the clerk to the council that payment can be made.
- The committee will advise the clerk to the council of any repairs needed to gates or stiles and the clerk will in turn advise North Lincolnshire Council that this work is required.

Terms of reference adopted 30<sup>th</sup> September 2021