

FILEY TOWN COUNCIL

TERMS OF REFERENCE

Sports Funding Working Party

Membership – Minimum 6 Members

(To be elected if required annually at the Annual Meeting of the Town Council each year)

- The Sports Funding Working Party to consist of a minimum of 6 members with additional members being invited by the group from local groups and organisations.
- The Chairman and Vice-Chairman are to be elected annually by the Sports Funding Working Party at the first meeting after the Annual Council meeting of Filey Town Council and shall hold office until the next Annual Council meeting as per Standing Order No 4d.

Aims

To provide a controlling focal point for establishment of the Sports projects which could potentially gain funding ensuring that the project is for the benefit of Filey, its residents and its visitors.

Objectives

To explore any matters of importance relating to Sports projects in consultation with local sports organisations in order that the benefits of the project are for the people of and visitors to Filey.

Meetings

The Clerk will call Sport Funding Working Party meetings as and when necessary in conjunction with the Chairman. All meetings will be held in the Council Offices (site meetings may be deemed necessary).

Documentation

Reports of all meetings will be recorded by the clerk to the group and circulated at full council meetings of Filey Town Council. All resolutions and recommendations to full council shall be recorded in the minutes of the meetings.

Accountability

The Sports Funding Working Party is accountable to the full council.

Scope

- To develop successful partnerships and work effectively with representatives from Filey sports organisations and other relevant authorities.
- To work with partners to create an environment to fully explore the potential funding of Sports projects.
- To liaise with relevant organisations to identify best practice and identify issues and areas for action regarding the Sports funding projects.
- To ensure that all relevant parties work together to deliver a vibrant, safe, accessible and sustainable Sports Funding projects.
- To build relationships with local sports organisations and to keep them informed of all relevant developments.
- To consult and engage with the community where relevant.
- The Sports Funding Working Party may not incur any expenditure without prior approval from the Finance & General Purposes Committee and the full council.
- Any matters outside the scope of the Sports Funding Working Party's Terms of Reference must be made as recommendations to the full council.
- The Chairman of the Working Party with full agreement of the group to be able to issue press statements on their behalf.
- A report must be submitted by the group to the Annual Parish Council Meeting (normally held in April) each year.

Review

The Sports Funding Working Party's terms of reference are to be reviewed annually at the first meeting after the Annual Council meeting.

David Liddle Town Clerk & RFO
01 November 2019

Adopted: - November 2019

Reviewed May 2021

Next review: - May 2022