

HENNOCK PARISH COUNCIL

Teign Village Play Park Working Group (TVPPWG)

TERMS OF REFERENCE

Status	The Teign Village Play Park Working Group (TVPPWG) has been set up as a Task and Finish Group to inform decision making by Hennock Parish Council (HPC).
Purpose and Background	<p>The TVPPWG is a time limited working group that has been set up in acknowledgement that the current Teign Village Play Park which was installed in 2005 and is now in need of refurbishment. The group's purpose is to develop and present options for addressing the refurbishment and supporting the parish council to raise the required funding. Its function will cease on completion of the task</p> <p>As the budget has already been set for 2023/24 and there are currently no monies set aside in Reserves, any monies will need to come from other sources.</p> <p>To give the best chance of success potential funding, requires:</p> <ul style="list-style-type: none">• evidence of need• who will benefit• specifics on what is required• evidence of consultation and engagement with the residents of Teign Village and the wider community.
Aims and Objectives	<p>The TVPPWG Aims are to:</p> <ul style="list-style-type: none">• gather information on need and costs• work with the community on identifying suitable options,• undertake an options analysis to inform decision making• act as broker with the community regarding the decision making process• support the community in identifying and applying for funding. for the provision and• ensure recommendations are in line with other work being carried out by Hennock Parish Council and are fed into the Hennock Parish Plan <p>Objectives:</p> <ul style="list-style-type: none">• to research play equipment from a range of accredited manufacturers, and identify costings, including potential repairs, removal of existing hardware and installation.• engage with local people, including children and young people and external stakeholders and conduct consultations to understand their views in relation to the development project.• to ensure consistency of approach and to ensure realistic expectations within stakeholder groups

	<ul style="list-style-type: none"> • to provide the full Hennock Parish Council with costed options and recommendations to enable informed decision making to take place. • to ensure that any other needs of the community that are identified through the consultation process are reflected in the Parish Plan. • identify potential funding sources and support the application of any infrastructure and /or development funding that may be identified
Full Membership	At least 4 members of Hennock Parish Council plus the parish clerk, an additional 2 members of the representative community may be co-opted to the TVPPWG to ensure wider representation.
Associate Membership	Any person(s), including subject matter experts, who can help inform the TVPPWG.
Meetings & Procedures	<ul style="list-style-type: none"> - As required. - Meetings are by invitation. - Quorum: 3 - Chair is appointed by the TVPPWG and is subject to annual review. - All members must comply with the Parish Council's Code of Conduct. - All members to register any conflicts of interest before voting or to leave the meeting if confidential information relating to the matter affected by the conflict is being discussed. Where a conflict of interest has been registered, that member will not have voting rights. - Notes of the meetings will be reported to the next full Parish Council meeting and will be included in the publicly available Parish Council minutes.
Review	Progress, relevance and membership of TVPPWG will be reviewed at the Annual Meeting of the Parish Council, usually held each May.

Approved by Hennock Parish Council at their Full Parish Council Meeting held on 12th September 2023, agenda item 16.