

# **Rogerstone Community Council Terms of Reference**

## **Council**

Consists of all councillors.

Meet on the first Wednesday of every month except August, in accordance with Standing Orders.

The council is a corporate body and its decisions are the responsibility of the whole body. The council has been granted power to raise funding through taxation (the precept) and a range of powers to spend public money. It is responsible for decision making on the raising of the precept and the strategic decisions affecting the community of Rogerstone.

The council appoints an appropriate number of members to committees annually, at its Annual General Meeting in May.

The role of committees is to progress the council's day to day activities and develop strategy, as directed by council. Committees are not empowered to make decisions on behalf of council, unless specifically delegated. All committees must act in accordance with Standing Orders and Financial Regulations.

Recommendations of committees, or any delegated actions, must be reported to the next meeting of council. Committees meet ad-hoc throughout the year as initiated and directed by council.

## **Committees**

Members have stood down the former committee structure due to the infrequency of meetings and replaced it with Working Groups, which will be constituted as and when necessary.

However, the Interim Planning Committee has been retained as below to comment on planning applications and to where necessary, refer any application to the full meeting of Council.

## **Interim Planning Committee**

To advise council on planning applications received and to make decisions on behalf of council where a decision is required within a certain timeframe, which may preclude a decision of council at its scheduled meetings.

## **Representative to Public Bodies**

### **Rogerstone and Bassaleg Joint Burial Board**

To make decisions on behalf of Rogerstone Community Council to ensure the smooth running and management within budget of the joint burial board; strategic decisions to be referred back to council. 1

### **14 Locks Committee**

To monitor the work of the committee and identify opportunities where Rogerstone Community Council can assist in progressing its aims and objectives.

### **Liaison Meetings with Newport City Council**

All councillors may attend on behalf of the council to identify opportunities for Rogerstone Community Council to work with Newport City Council for the benefit of residents of Rogerstone