

**Terms of Reference and Standing Orders for Charminster Parish Council
North and South Ward Amenities Advisory Committees**

Adopted 3rd June 2008.

Terms of reference

The function of the Advisory Committee is to advise Council on the overall management of issues relating to the amenities and facilities owned by the Council in the North/South Ward. The Council remains the decision making body and will direct actions.

Standing orders

The Group is quorate if 3 voting members are present. Others may be co-opted to the group for specific issues. All Councillors to be invited to attend meetings, but not vote. The Chair to be selected from members either annually or rotating, and the minute taker to be appointed at each meeting. The Chair will submit proposals of the Advisory Committee to full Council for consideration. The Chair will call meetings as necessary via the Clerk.