

LIAISON OFFICER, NOMINEES TO OTHER BODIES, REPRESENTATIVES & WORKING GROUPS

Corfe Castle Parish Council previously agreed to have liaison officer, nominees to other bodies, representatives & working groups only. (No Committee's or sub committee's).

The difference between a working group and a committee

The Parish Council can delegate some of its statutory functions (responsibilities assigned to a parish council in legislation) to one or more committees. These may in turn have sub-committees. If there's a specific task focused activity, then Working Groups may be setup.

The key difference is that a Committee (or sub-committee) comprises members of the council whilst a Working Group can include other individuals. Any committee/sub-committee must hold regular open sessions, at which members of the public can speak.

Unlike Committees and Sub-Committees, Working Groups cannot have delegated responsibilities and do not have to be open to the public, however, they do have to abide by certain Parish Council Policies. Their findings and recommendations must be reported back to Council during a full monthly meeting.

Recommendation:

- 1 To discuss the requirement for each category and agree who will fill the required roles:
- 2 To Close: -
 - a. Liaison Officer - Archaeology, & Historical - Due to lack of active projects
 - b. Warden - Flood Warden (Covered with emergency planning)
 - c. Working Group - Education Liaison, Electric Vehicle Charging, Rights of Way, National Events (Instead to form a Procedural document based on past activities) & Woodyhyde Permissive Path (Project put-on long-term hold)
3. To merge the Drop-down kerb and Traffic & Parking working groups and rename Highways

Current roles: (noting any highlighted in red are councillors who have stood down.

Liaison Officer	
Archaeology	Cllr Haywood & Cllr Marshallsay
Historical	Cllr Haywood
Rights of Way	Cllr Haywood
School	Cllr Roberts
Youth Club	Cllr Blinkhorn & Cllr Roberts

Nominees to other bodies (with term length if applicable)	
Corfe Castle Charity [4yr term ending date]	Mr J Phillips (Feb 26), Ms K Bennett (Jan 26), Mr N Dragon (Sept 27) & Mr M Bond (Oct 27)
Corfe Castle Town Trust [4yr term ending date]	Cllr Clarke (Mar 25), Cllr J Dragon (May 27) & Cllr N Dragon (Mar 25)
Sports Trust [4yr term ending date]	Cllr Clarke (Jan 25), Cllr J Dragon (May 27) & Cllr N Dragon (Jan 25)

- The Sports trust have been contacted to confirm their constitution regarding Councillors / trustees. A copy of the constitution has not been send, however a previous trustee has confirmed they have a copy and will sent to me, plus confirmed the three places held for Council, should be filled with Councillors.
- The Town Trust have confirmed they required 3 trustees to be Councillors. They have stated "The Trust has existed since 1889 and is a remnant of the mayor and barons of the civic Borough. Our raison d'être is to look after the Town Hall, the cross, the Museum and a few other things and collect any local history about the parish - essentially we are a conservation and collection Trust. We meet 3-4 times a year in the Town Hall. We usually have 3 Parish Councillors joining the Trust. They will be expected to attend at least one meeting a year and send apologies if unavailable. They are not expected to actively involve themselves in the Trust but it would be nice if they were interested in local history and willing to help."
- The Charities have confirmed the Council nominate trustees, but there is no position which must be allocated to a Councillor. Mr Nigel Dragon has confirmed he is happy to continue in his role as trustee.

Representatives on other bodies	
Common Management Committee	Cllr Sumbler
Council for the Protection of Rural England (CPRE)	Cllr Marshallsay & Cllr Parish
Defibrillator – Swanage Community Defibrillator Partnership (SCDP)	Cllr Spicer-Short & Cllr Blinkhorn
Dorset Association of Parish & Town Councils (DAPTC)	Cllr N Dragon & Cllr Parish
Ferry	Cllr Dru Drury & Cllr Roberts
Library – Friends of the Library	Cllr Marshallsay & Cllr Spicer-Short
Litter Free Purbeck	Cllr Sumbler & Mr Kevin Culbert
Perenco	Cllr Blinkhorn, Cllr N Dragon, Cllr Dru Drury & Cllr Marshallsay
Purbeck Transport Action Group (PTAG)	Cllr N Dragon & Cllr Sumbler
Swanage Railway	Cllr N Dragon & Cllr Dru Drury
Swanworth Quarry	Cllr Dru Drury & Cllr Marshallsay
Town Hall	Cllr Haywood
Village Hall	Cllr J Dragon

Warden	
Flood Warden	Cllr Haywood & Cllr Spicer-Short

Working Groups	
Co-Ordinator & Agenda	Chairman, Vice-Chairman & Clerk
Drop-down Kerb	Cllr Clarke, Cllr Dru Drury, Cllr Sumbler & Clerk
Education Liaison	Cllr N Dragon, Cllr Roberts, Chairman & Vice Chairman
Electric Vehicle Charging	Cllr Clarke, Cllr Dru Drury & Cllr Sumbler, Chairman & Vice Chairman
Emergency Planning	Cllr Blinkhorn (Chairman), Cllr Parish, Cllr N Dragon, Cllr Haywood, the Council Chairman, and Vice Chairman. Invite to be extended to Cllr Spicer-Short
Environment Group	Cllr Parish, Cllr Sumbler, Chairman & Vice Chairman. Mr Luke, Mr Kemp & Mr Pink
Finance & Personnel	Cllr Dru Drury, Cllr Marshallsay, Cllr Parish, Chairman & Vice Chairman
Gods Acre	Cllr Clarke, Cllr Haywood, Cllr Spicer-Short, Chairman & Vice Chairman
National Events	Cllr Blinkhorn, Cllr Clarke, Cllr Dru Drury, & Cllr Haywood. Chairman & Vice Chairman
Planning	Cllr Dru Drury, Cllr Haywood, Cllr Spicer-Short & Chairman & Vice Chairman
Playground	Cllr Blinkhorn, Cllr Clarke, Cllr Dru Drury & Cllr Sumbler, Chairman & Vice Chairman
Rights of Way	Cllr Haywood, Cllr Marshallsay, Cllr Spicer-Short, Chairman & Vice Chairman
Strategic Planning	Cllr Clarke, Cllr Parish, Chairman & Vice Chairman
Traffic & Parking	Cllr Dru Drury, Cllr Haywood, Cllr Spicer-Short, Chairman & Vice Chairman
Treeworks	Cllr Blinkhorn, Cllr J Dragon, Cllr Marshallsay, Chairman & Vice Chairman
Woodyhyde Permissive Path	Cllr Haywood & Clerk