

CHIDEOCK PARISH COUNCIL

CLAPPS MEAD COMMITTEE OF MANAGEMENT TERMS OF REFERENCE

The first condition in the 1938 conveyance of Clapps Mead to Chideock Parish Council is: -

“The management of the premises to be in the hands of a Committee of Management to be appointed by the Council such Committee to consist of members of the Council, the Church of England Vicar of Chideock for the time being or in the case of his being unable or unwilling to act a person to be nominated by the Parochial Church Council and a person to be nominated by the owner for the time being of Chideock Manor if a Weld or in the event of the owner (being a Weld) being unable or unwilling to act a person representing the Roman Catholic residents in the Parish.”

This has proved difficult to fulfil in recent years as the nature of the village has changed.

At the Parish Council meeting held on 29 September 2023 minute 3022 states: -

Chideock Parish Council appointed the following individuals to the Clapps Mead Managing Committee: Lyn Crisp; Peter Hunt (representing the Church of England); Anna Dunn (representing the Roman Catholic Church); Lucinda Daniels; and Theresa Mudford.

This Committee of Management is separate from the Parish Council. However, it is the Parish Council which owns Clapps Mead and is responsible for its maintenance and for all expenditure. Therefore, the Committee of Management and the Parish Council must work together.

No Terms of Reference for this Committee appear to exist, beyond what is contained in the 1938 Conveyance. This lack must be rectified.

I ask for constructive comments on my suggested Terms of Reference below, so that this lack can be speedily addressed.

Sal Robinson, Clerk – 16/5/2024

Terms of Reference for the Clapps Mead Committee of Management.

1. The members of the Clapps Mead Committee of Management must include: -
 - a) At least 1 Parish Councillor.
 - b) A member of the Church of England.
 - c) A member of the Roman Catholic Church.
2. The Committee reports to Chideock Parish Council via the Clerk and vice versa..
3. The Committee must meet at least twice a year.
4. At least 3 members of the Committee must be present at a meeting.
5. At the first meeting each year following 1 April a member of the Committee must be chosen as Chair.
6. The Committee is not authorised to commit the Parish Council to any expenditure.
7. The Committee may make suggestions regarding works required to maintain and enhance Clapps Mead, including the purchase of new equipment, with costings if appropriate.
8. The Committee must give prior approval for any event held in Clapps Mead Playing Field.
9. The Committee must approve the purchase of any new equipment and any significant repairs to existing equipment. (e.g. replacement timbers).