Woodbury Gulliford Joint Committee
Terms of Reference

PURPOSE OF COMMITTEE:

The Gulliford Joint Committee must always consider its duty to Best Value, Equal Opportunities (race, religion, gender, sexual orientation, marital status, and any disability), Crime and Disorder, Health and Safety and Human Rights.
In accordance with council policy and operating at all times via either of the Woodbury Admin Assistant or either of the Parish Clerks.

The Terms of Reference for this Committee are as follows:
Membership of the committee shall consist of Six (6) members with a Quorum of three (3) and has the Power to Decide/Act and Power to Spend and meetings will be held on such dates, times and place as the Committee may direct. This will normally be at least three (3) times per year.

The Gulliford Joint Committee consists of representation from each Parish Council – Two Councillors each. Additionally, representation from the Friends of Gulliford Burial Ground.

Gulliford Joint Committee will manage the day-to-day running of the Gulliford Burial Ground and make decisions for the upkeep of the Cemetery, so it is a welcoming and safe place to visit for residents of Lympstone and Woodbury and other visitors.

DELEGATED AUTHORITY:

To work within the delegated powers (Local Government Act 1972 Section 101) and within the delegated budget which is derived from both Parish Councils. This committee around October will recommend to both Parish Councils the budget required for the upkeep the Cemetery.

The Full Council of both Lympstone and Woodbury Parish Council delegates power to the Woodbury Admin Assistant or either Parish Clerk to take the necessary action to implement the approved decisions of the Committee and conduct any necessary emergency works.

Any emergency work will be reported back to this Committee.
Representatives of each Parish Council to report back to each Full Council.
Finance – Refer to the Financial Regulations document, which is in line with the Full Councils Financial Regulations.