**DRAYTON (ABINGDON) PARISH COUNCIL – LANDSCAPE MANAGEMNT PLAN WORKING GROUP – TERMS OF REFERENCE**

**Date Agreed**: 11 July 2023

**Objective:**

The Landscape Management Plan Working Group (LMP) is established by the Parish Council to consider the future management of open spaces, footpaths and bridleways and other physical assets and landscaping in the village and to make recommendations to the Parish Council in the form of a daft Landscape Management Plan.

**Membership:**

1. Membership of the LMP Working Group is determined by agreement of the Parish Council

2. The LMP Working Group comprises initially 3 Councillors and up to 5 Councillors.

3. One of the members of the LMP Working Group is elected by the Parish Council as its chairman.

4. Co-opted Councillors may join during the year if authorised by Parish Council at a monthly meeting of the Council

5. Members from outside bodies may be invited to join the Committee. These persons do not have a right to vote or to move or second a motion (as per Standing Orders).

6. Three members shall constitute a quorum for meetings.

7. The group will be supported by the Deputy Clerk to offer advice, relevant information and to carry out actions.

**Meetings:**

8. Meetings of the LMP Working Group are to be held as and when required in order to consider matters relevant to the Group’s objectives.

**Decision/Delegated Powers:**

9. The LMP Working Group has sole purpose to draft a Landscape Management Plan for Drayton.

10. The Working Groups will, inter alia, review the current activities undertaken by the village caretaker, the grass cutting contractor, ad hoc contractors and the Rights of Way and Conservation Working Group.

**Timescale:**

11. The Working Group shall provide regular progress reports and shall aim to report back to the Parish Council with a draft Landscape Management Plan no later than at its September 2023 meeting.