

**Worth Parish Council**  
**Finance & General Purposes Committee**  
**Terms of Reference**

The General Purposes & Finance Committee is a Standing Committee.

**MEMBERSHIP:**

- The Committee shall have a membership of up to 12 Councillors
- The membership will be confirmed at the Annual Council Meeting
- The Chairman of the Committee shall be appointed at the Annual Council Meeting
- The Vice Chairman of the Committee shall be appointed at the first meeting of the Committee after the Annual Council Meeting.

**QUORUM:**

- A quorum will be one third of the membership, or four Councillors

**MEETINGS:**

Meetings will be held according to the Schedule of Meetings agreed by the Council. Such meetings are open to the public and Agendas and Minutes are published on the Council's website; Agendas are published on the Council's notice boards.

**ACTIVITIES:**

Subject to observance of decisions of the Council on matters of principle or policy, the Council's powers and duties shall be delegated to the General Purposes & Finance Committee in accordance with the following terms of reference:

- a) The making of recommendations in respect of financial matters to be dealt with solely by Full Council, that is
  - i. The power of raising loans and setting the precept;
  - ii. The power of incurring capital expenditure not specifically included in the Council's approved estimates of budgetary expenditure;
  - iii. Strategic and forward planning
- b) Dealing with all matters relating to the general day-to-day administration of the Council;
- c) Dealing with matters specifically referred by the Council or any other Standing Committee and with all matters not specifically referred or delegated to any other Standing Committee;
- d) Monitoring ongoing Council expenditure and income, investments, bank balances and earmarked reserves;
- e) Dealing with applications for community grants;
- f) Co-ordination of any Council community safety initiatives including liaison with local Sussex Police officers, and the local provision of CCTV and speed cameras
- g) Dealing with recommendations from the following Working Parties:
  - i. Copthorne Working Party

- ii. Crawley Down Working Party
- iii. Worth Parish Council Working Party