



## Lake Working Group Terms of Reference

The Lake Working Group is a standing group of the Parish Council.

The Lake Working Group will comprise not less than 5 members who advise the parish council on all matters relating to the property. One is to represent the interests of local residents, one those of ecology and one those of the fishing rights. The majority of members of the committee are to be parish councillors and not more than 2 members can be co-opted.

The quorum of the working group shall be 3 members.

The lake was gifted to the parish council on 4 December 1991 "in order that it may be maintained for the benefit of the inhabitants of the parish of St Mary Bourne". The primary objective of the working group is to take responsibility for the maintenance and development of the lake to meet this gift condition.

To fulfil this objective the working group shall undertake the following roles:

1. To take responsibility, with the Recreation Ground Working Group, for the Grounds Maintenance contract, including seeking and reviewing tenders, making recommendations to the Parish Council on the selection of a supplier and monitoring performance of the contracted supplier through the life of the contract.
2. To organize a periodic tree inspection of the lake environs and to make recommendations to the Parish Council on required tree maintenance work.
3. To meet annually with the established users of the lake, including members of St Mary Bourne Fishing Syndicate to discuss contracts and any issues arising.
4. To review annually the council's policies on the use of its land, assets and facilities and make recommendations to the Parish Council on any updates required.
5. To review annually the lake environs and assets and make recommendations to the Parish Council on the need to provide earmarked reserves for future care and maintenance
6. To provide the Responsible Financial Officer with written estimates of any expenditure it wishes/expects to incur in the coming year no later than 30 September so they can be incorporated within the annual budget.