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**Marazion Town Council Playground Working Group**

**1 Composition**

Four councillors as nominated at the Annual Meeting plus ex officios (voting).

**2 Quorum**

Three councillors.

**3 Leader and Deputy Leader of the Working Group.**

To be elected at the first meeting of the Playground working group after the Annual Meeting of the Council. The Leader will be the spokesperson at Full Council.

**4 Meetings**

Quarterly or as determined on need.

**5 Venue and Time**

Via Zoom at 7.00pm or as determined. Site visits may be required which will be arranged by the Town Clerk in consultation with the working group members.

**6 Governance**

* 1. The Playground Working Group reports to Full Council.
  2. The Playground Working Group has no delegated powers or authorities. The remit of the Playground Working Group is to make recommendations to Full Council to consider and act upon.
  3. The Playground Working Group is bound by: -
* Standing Orders
* Code of Conduct
* GDPR
* Freedom of Information Act 2000
* Financial Regulations

**7 Terms of Reference.**

The Playground Working Group is to: -

i Review the annual playground inspection reports as provided by ROSPA and make recommendations to Full Council as to what is required to be done to comply with the reports.

ii Review the monthly inspection reports and report to Full Council.

iii Oversee project, maintenance, and repair works.

iv Carry out site visits monthly and report to Full Council.

v Seek quotes for new, replacement playground equipment and report to Full Council.

**8 Delegated Authorities.**

Non.