

Outer North East



Outer North East Parish and Town Council Forum

Terms of Reference 2013

Purpose

To encourage and facilitate a constructive dialogue between the Parish and Town Councils in Outer North East Leeds, Leeds City Council and other organisations to ensure that the needs of the area and key issues affecting local people are identified and considered.

To support the Parish and Town Councils in Outer North East Leeds in accordance with the Charter agreed between Leeds City Council, and the Parish and Town Councils of Leeds.

Role and Responsibilities

- Provide Parish and Town Councillors with the opportunity to have their say over the local priorities of the Council and other service providers;
- To provide an opportunity for Parish and Town Councils to discuss issues of common interest, share information and good practice.
- To provide a forum for Leeds City Council and its partners to share information, promote services and consult with the Parish and Town Councils in Outer North East Leeds.

Meetings

- Attendance at the forum is open to all Parish and Town Councillors and clerks in the Outer North East area.
- The forum meets quarterly in January, April, July and October. All meetings start at 7:30pm. Meetings are rotated around the Outer North East area in local venues. Additional meetings are scheduled where appropriate.
- The chair is rotated amongst the ward members.
- Support is provided by the Council's East North East Area Support Team.
- Agenda items are proposed by ward members, Parish and Town councillors, and the ENE Area Support Team. The agenda is agreed with the chair.

Links with Outer North East area committee

Minutes of the forum are reported to the next available area committee once they have been agreed by the chair.

Outer North East Parish and Town Councils

| Alwoodley | Harewood | Wetherby |
|------------------|---|---|
| Alwoodley | Aberford and District Bardsey cum Rigton Barwick in Elmet & Scholes Collingham with Linton East Keswick Harewood Scarcroft Shadwell Thorner | Boston Spa Bramham cum Oglethorpe Clifford Thorp Arch Walton Wetherby Town Council |