



GREAT COATES IN BLOOM COMMITTEE TERMS OF REFERENCE

1. There is to be one Councillors on the committee.
2. A Councillor will be appointed Chair of the committee.
3. A secretary for the committee will be appointed to take minutes which will then be forwarded to the Clerk.
4. All roles are voluntary.
5. The purpose of the committee is to promote the area of Great Coates, to brighten and tidy, to provide planting where required and to run Council village garden events.
6. For each event a budget must be submitted to a full Council meeting for approval before the event can be held and all invoices and receipts forwarded to the Clerk for payment.
7. The committee may approve expenditure up to £2000 total in accordance with the Financial Regulations.
8. Any grants applied for relating specifically to Great Coates in Bloom are to be ring fenced in the Councils accounts, to be spent on the future running costs.
9. All profits from events are to be ring fenced in the Councils accounts to be spent on future running costs.
10. The committee agree to be bound by the Council Standing Orders and Financial Orders.

Adopted at the Great Coats Village Council Meeting held on 27th February 2020