



Cross Roads Parish Council

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Terms of Reference

Working Party for Investigation and identification of Potential PIP Capital Grant Funding and Any Other Funding Opportunities.

1. Purpose:

The purpose of the Working Party is to investigate and identify potential PIP capital grant funding and any other suitable funding opportunities that may support the Council's priorities, projects and community ambitions.

2. Objectives:

- identify potential sources of capital grant funding and other grants relevant to the Council's current and future projects
- assess the eligibility criteria, application requirements, funding conditions and timescales for each opportunity
- consider the strategic fit of each grant with the Council's aims and priorities
- recommend suitable funding opportunities to the full Council for consideration
- support the Council in improving its awareness of external funding options
- report any risks, limitations or resource implications associated with applying for grants

3. Scope:

The Working Party may consider, but is not limited to:

- national, regional, county and charitable grant schemes
- capital funding for community buildings, play areas, open spaces, heritage, access, environmental improvements and other local assets
- match-funding requirements
- recurring or one-off grant opportunities
- partnership funding opportunities where relevant

The Working Party shall not commit the Council to any application, expenditure or contract without prior full Council approval.

4. Authority:

The Working Party is advisory only and has no decision-making powers.

5. Membership:

- the Working Party shall comprise of councillors appointed by the Council
- the Working Party may also invite non-councillors or external advisers to attend meetings in a non-voting capacity to offer advice and/or knowledge.
- a Chair shall be appointed by the Working Party.
- a minute-taker shall be appointed for each meeting, as appropriate

6. Meetings:

- the Working Party shall meet as required
- the Working Party can meet face-to-face or remotely.
- a record of discussions and recommendations shall be kept and reported to the next appropriate Council meeting

7. Reporting:

The Working Party shall report to the Council on:

- funding opportunities identified
- recommended applications or next steps
- deadlines and priority actions
- any decisions requiring Council approval

8. Duration:

The Working Party shall remain in place until:

- its task has been completed
- the Council resolves to dissolve it

9. Review:

These Terms of Reference shall be reviewed by the Council as required.

Approved by Council on: _____

Minute reference: _____