

## **Communications Committee**

### Terms of Reference

1. To inform residents about the council business and activities through the newsletter and website
2. To publish a newsletter quarterly and an annual report,
3. To monitor and update the website at least monthly,
4. To undertake any initiatives thought necessary to inform and consult with residents,
5. To monitor the Councillors Handbook about procedures for councillors.
6. To monitor Quality Parish Status at regular intervals.

### Delegated Powers

1. To authorise expenditure on those matters that fall within the responsibility of the Committee up to the sums contained in the annual budget approved by the Council, provided that any new schemes shall be subject to prior approval, in principle, by the Council

As approved by Council at its meeting on 10<sup>th</sup> May 2010