STILTON PARISH COUNCIL

Stilton Pavilion, High Street, Stilton PE7 3RA
Telephone: 01733 639106 - Email: clerk@stiltonparishcouncil.gov.uk

Terms of Reference - Traffic and Parking Working Group

1. **Membership**

   The Parish Council shall appoint members of the Working Group and membership will be reviewed annually at the Annual Meeting of the Parish Council. At least 2 members of the Working Group will also be members of the Parish Council and will act as the Working Group's representatives. WG membership to be limited to a maximum of 12 members (including District/County Councillors and members of the public).

2. **Leader**

   The Parish Council, subject to review, shall appoint the Leader of the Working Group annually. The Leader will be the Working Group's main point of contact for council staff, council members and members of the public.

3. **Powers**

   Working Groups cannot make decisions on behalf of the Parish Council, and any reports presented by Working Groups (involving recommendations) will be subject to approval by the Parish Council.

4. **Responsibilities and Main Aims**

   The purpose of the group is to explore opportunities to improve traffic and parking issues in the village, liaising with District and County Councillors and other appropriate bodies where relevant. The Working Group is also encouraged to put forward ideas for funding traffic and parking projects.

   The Working Group shall carry out research for the Parish Council to develop solutions to traffic and parking issues in the village. In particular it shall report on:

   - Traffic issues in the village;
   - Parking issues in the village;
   - Opportunities for LHI funding;
   - Potential use of CIL funds;
   - Community engagement re traffic and parking concerns.

5. **Document Review**

   Reviewed: 13 May 2025 (agenda item PC114/25)
   Next review date: May 2026
   Responsible Officer, Parish Clerk