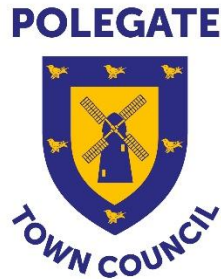


Polegate Town Council



FLOWER CONTRACT WORKING GROUP TERMS OF REFERENCE

TERMS OF REFERENCE		
Issue No.	Date completed	Details of amendments
1	20.05.24	Adopted at Annual Stat Meeting
2	19.05.25	Adopted at Annual Stat Meeting
3	11.05.26	Adopted at Annual Stat Meeting

1. Working Group Structure

- 1.1 The Working Group will be constituted at the Annual Council Meeting in May each year.
- 1.2 The Working Group will meet as often as required. The Working Group has no delegated authority and will make recommendations to council for resolution.
- 1.3 The Working Group will consist of 3 councillors, plus the Mayor and Deputy Mayor who hold ex-officio seats.

2. Specific Responsibilities

- 2.1 The Working Group will discuss and make recommendations to Council on spending within the flower budget and on the flower contract.

**Statement prepared for adoption by Polegate Town Council at its meeting on
11.05.26**

Signed by

Mayor of Polegate

Town Clerk/Proper Office/RFO