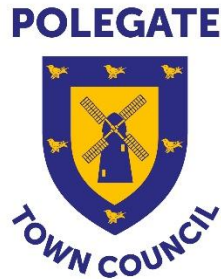


Polegate Town Council



LIBRARY 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	31.03.25	Adopted at Full Council 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 other than through the Town Clerks delegated authority.
- 1.3 The Working Group will consist of 6 councillors, plus the Mayor and Deputy Mayor as ex-officio seats. The County Councillors may be invited to attend meetings but will not be able to vote.

2. Specific Responsibilities

- 2.1 The Working Group will discuss and make recommendations to Council on all items relating to Polegate Library.

**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