

## **Blisworth Parish Council**

### **Blisworth Youth Parish Council Working Group – Terms of Reference**

#### **1. Purpose, Responsibilities and Areas of Operation**

The group has no decision-making authority on behalf of Blisworth Parish Council. Its role is to consider and advise the Council and to recommend plans and actions. Blisworth Youth Parish Council will meet monthly or as and when required, at least once a year.

The purpose of the Working Group is to assist Blisworth Parish Council including but not limited:

- To encourage a culture of participation in the democratic process and develop the ideal of citizenship.
- To provide young people with the opportunity to convey their ideas and become an advisory body to Blisworth Parish Council.
- To provide a youth engagement mechanism for Blisworth Parish Council enabling young people to inform and influence Blisworth Youth Parish Council decision making.
- To develop an inclusive network of young people within the village of Blisworth Parish Council.
- To persuade young people that they are valued and can make a difference.
- To comment on policies that may affect the quality of life and opportunities of young people.
- To identify and redress forms of discrimination against young people.

#### **2. Powers**

- Blisworth Youth Parish Council cannot make decisions on behalf of Blisworth Parish Council and any recommendations made by working parties will be subject to approval by the full Council or suitably authorised committees.

#### **3. Membership**

- The Parish Council will annually appoint a Working Group Lead Councillor.
- The Minister of the Blisworth Baptist Church, Chapel Lane will be a core member.
- Meetings will have a minimum of two members present.
- Blisworth Youth Parish Council will be made up of children from the parish between the ages of 11-17 years old.
- They must be residents within the parish or be a pupil of one of the schools in the parish.
- All Councillors will be informed of the date, time and venue for Working Group Meetings and may attend meetings at their discretion.
- Other persons may be included in the Working Group meetings at the discretion of the Lead Councillor. The Working Group may also call on expert help and opinions at its discretion. Any payments for assistance must have prior agreement of the full Council.

#### **4. Leader**

- The leader of the working party will be appointed by full Council. The leader will be the working party's main point of contact for Council staff, Council members and members of the public.

#### **5. Meetings**

- Meetings will be held monthly at the Baptist Church, Chapel Lane under the supervision of DBS registered supervisors in accordance with the Baptist Church Safeguarding Policy.
- Meetings are not formal and Standing Orders will not apply; the meetings are conducted in a manner to positively engage young people. The Lead Councillor will draw up an agenda of discussion points for each meeting. This must include any matters that the full Council has directed to be considered.
- The matters considered, conclusions and recommendations of each meeting will be reported to the full Council by the Working Group Lead Councillor at the full Council's next meeting.

<b>Version</b>	<b>Details of any revision</b>	<b>Approved at</b>	<b>Date</b>	<b>Review Date</b>
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