

Lockerley Parish Council

Terms of Reference

Committee title	Butts Green Working Party
Delegated Authority	As a working party this group can involve and contact any individual, organisation or business who may be able to help by providing their experience and/or ideas for solutions. There is no budget given to this group.
Limitations	This working party can only make recommendations relating to the land owned by Lockerley Parish Council. Any matters that need action outside of the parish councils' control will be highlighted and transferred to the right individual, authority, or organisation.
Overall aim	• To review Butts Green and the current designated parking area and to make recommendations to Lockerley Parish Council on how to improve the safety and quality of our facility, in line with our Village Greens Policy
Objectives	• To take stock of the past actions and list the current safety issues and other problems experienced by residents and Lockerley school children • Undertake a risk assessment of the car parking area and recommend actions for the management of found risks • Gather views on the problems and any solutions through listening events with local key stakeholders including residents, the school, the garages, Village Hall representatives and BT • Work collaboratively with Hampshire County Council to achieve improved road safety for all • Make recommendations with regards strategies to improve the safety and quality of our Butts Green facility • Engage contractors, if requested by the parish council, to provide design ideas, method statements and quotes for improvement work • Implement any improvement work authorised by Lockerley Parish Council • Track progress and report on completion
Structure	This working party will meet in public and will be an open group formed with the support of 3 parish councillors, of which at least 2 must be present at each meeting. One of the parish councillors will chair the meeting.
Meetings and method of working	The informal meetings will take place every two/three weeks between September 2024 and January 2025 when a review of the need to continue meeting will be completed. Advance notice of the informal meetings, venues and activity

	planned will be posted on our notice board, on social media and our website. Key points and actions from the meeting will be noted but will not be in the form of minutes. A summary report will be provided to the Parish Council
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