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## TERMS OF REFERENCE – FULL COUNCIL

**Date adopted:** 18th May 2022

**Review date:** Annually - May 2023

**Version Control:**

Version	Date	Author	Rationale/Detail
0.1	18/05/2022	Town Clerk	

The following matters are reserved to the town council for decision, notwithstanding that the appropriate committee may make recommendation thereon to the council's consideration

- Agreeing a budget
- Setting the Precept
- Borrowing Money
- Approval of the Council's Annual Accounts
- Approval of the Annual Governance and Accountability Return
- Incurring capital or revenue expenditure which is over and above the council's approved budget
- Making, amending or revoking Standing Orders, Financial Regulations and the Scheme of Delegation
- Making, amending or revoking bye-laws
- Making of orders under any statutory power
- Fixing the number of committees and the names and number of councillors appointed to each committee
- Determining the functions and constitution of committees and sub committees
- Nomination and appointment or representatives of the council to any other authority, organisation or body

- Important matters of principle or policy which has been referred directly by a committee or Town Clerk
- Any proposed new undertakings
- Prosecution or defence in a court of law
- Fixing the dates of routine meetings of the council and its committees
- To nominate members onto the Appeals Panel
- All other matters which must by law be reserved to the full council