

ALCESTER TOWN COUNCIL

Squash Courts Working Group

Terms of Reference

The name of the group shall be the Squash Courts Working Group. (SCWG)

Aim

The SCWG will develop a project to renovate the squash courts on the Greig Hall site to create a new community space suitable for use by the Alcester Community Shed.

Role of SCWG

- Produce a project plan for the renovation of the squash courts
- Consider planning implications
- Identify sources of funding (both capital and operational)
- Liaise with The Greig Hall CIO regarding redevelopment of the squash courts
- To liaise with members of the Alcester Community Shed
- Obtain professional advice as required
- Produce proposals for consideration at Full Council

Membership

- The members of the SCWG will be Cllr Mark Cargill, Cllr Wendy Mills, Cllr Kathryn Cargill, Cllr Andrew Foster, Wendy Sherwood and Vanessa Lowe.
- The Town Clerk will act as administrator for the SCWG.
- The SCWG will elect a Chair at its first meeting and annually at the beginning of the Council year.
- The SCWG will be quorate with at least 3 members.
- SCWG can meet in person or via video link or phone.

Meetings

- The SCWG will meet as required
- A record of the meetings will be kept by the Chair, recording main decisions and action points.

Data Protection

- The SCWG will store any data in accordance with the Data Protection Act 2018 (or subsequent legislation) under the registration of Alcester Town Council.

Dissolving the SCWG

- The SCWG will be dissolved once the project is completed.

These Terms of Reference were approved by Alcester Town Council on 3rd October 2023.