

Coulsdon Commons Consultative Committee

Terms of Reference

The Coulsdon Commons Consultative Committee provides a forum where local residents can be informed of, and make suggestions for, the future management and use of the Coulsdon Commons. The views of the Consultative Committee shall be conveyed to the Epping Forest & Commons Committee.

- 1.** The composition of the Coulsdon Commons Consultative Committee shall include:-
 - a.** Representatives from local Residents Associations.
 - b.** Representatives from the Friends of Farthing Downs and the Kenley Airfield Friends Group.
 - c.** Representatives from the Coulsdon Commons volunteer groups.
 - d.** Local politicians:
 - i.** Caterham Hill Parish Council
 - ii.** The London Borough of Croydon
 - iii.** Tandridge District Council
 - e.** A representative from a local conservation group.
 - f.** A representative from a local heritage or historical society.
 - g.** Representatives from recreational user groups, to include:
 - i.** Horse Riders
 - ii.** Ramblers
 - iii.** Cyclists
 - h.** Youth representation from local schools, Parent Teacher Associations or School Councils.
 - i.** The Chairman and Deputy Chairman of the Epping Forest & Commons Committee, together with two other Members appointed by the Committee.
 - j.** Subject to the Chairman's prior agreement, substitutes are welcome to attend Committee meetings in the place of nominated Representatives.
- 2.** The Chairman of the Epping Forest & Commons Committee or his nominated representative shall be Chairman of the Committee.
- 3.** The Committee will meet formally in January or February each year.
- 4.** In between the formal Committee meetings the Superintendent will host a summer consultation meeting. These events will be tailored to local need, for example a guided walk might be arranged to look at a particular issue followed by a brief recorded discussion on the matter. Recommendations would then presented to the

next formal Consultative Committee meeting and reported to the Epping Forest & Commons Committee.

5. Meetings shall take place locally to the Coulsdon Commons.
6. The Town Clerk to convene the meetings and prepare and circulate the agendas and be responsible for the minutes.
7. The minutes of the Coulsdon Commons Consultative Committee to be circulated to members of the Ashted Common Consultative Committee, West Wickham Commons Consultative Committee, and vice versa.