

## Everton Parish Council

### Terms of Reference – Public Rights of Way (PROW) and Site of Special Scientific Interest (SSSI) Working Group – Terms of Reference

#### 1. Purpose

The PROW and SSSI Working Group is established to oversee matters related to the protection, maintenance, and enhancement of Public Rights of Way and the designated Site of Special Scientific Interest (SSSI), Barrow Hills, within the parish. The Working Group shall work to ensure public access, conservation, and compliance with statutory and environmental responsibilities.

#### 2. Role

The role of the Working Group is to:

- a. Review the condition, accessibility, and usage of all Public Rights of Way in the parish.
- b. Liaise with Nottinghamshire County Council, specifically Rights of Way Section, and relevant agencies regarding maintenance, signage, and any reported obstructions or misuse of PROWs.
- c. Support the conservation, protection, and appropriate management of the SSSI area(s) within the parish.
- d. Work with statutory bodies such as Natural England and other relevant environmental organisations to ensure best practices in SSSI care.
- e. Promote awareness and responsible public use of PROWs and the SSSI, including public engagement and education where appropriate.
- f. Report any identified issues through the *MyNotts App* and follow up any significant matters, on behalf of the Parish.

#### 3. Membership

- a. The Working Group shall consist of a maximum of three members, including:
  - I. At least two elected Parish Councillors (one will act as Chair).
  - II. A co-opted member with relevant expertise (e.g. conservation volunteer, local landowner, planner).
- b. The Working Group may invite external advisors (e.g. conservation officer, environmental officer) to attend meetings as needed.

#### 4. Meetings

- a. Meetings shall be held quarterly (or more frequently if required).
- b. A quorum shall be at least two members, one of whom must be a Parish Councillor.
- c. Minutes of meetings shall be recorded and reported to the full Parish Council.

#### 5. Outputs

- a. **Data Collection & Reporting:** Gather and analyse data affecting PROW and SSSI within parish.
- b. **Community Engagement:** Organise awareness campaigns, public meetings, or workshops on PROW and SSSI to keep residents informed and involved.

- c. **Partnership Working:** Maintain regular contact with Nottinghamshire County Council (for PROW), Natural England (for SSSI), local landowners and relevant community groups.
- d. **Advocacy & Policy Input:** Provide support to community initiatives that enhance the enjoyment, accessibility, and protection of the parish's natural and recreational assets.

## 6. Conduct and Limitations

- a. The Council Representatives must act in line with the Parish Council's Code of Conduct.
- b. These ToR do not grant authority to make binding decisions or financial commitments on behalf of the Parish Council unless formally delegated.

## 7. Review

These Terms of Reference shall be reviewed annually by the Parish Council and amended as necessary.

Adopted by Everton Parish Council on: 7<sup>th</sup> of July 2025

Signed:



(Chair of Everton Parish Council)

Chair of the Working Group: Councillor R Troop  
Councillor G Thomson

Clerk to the Council: Mr C Bryant