

Chard Town Council
Devolution Working Group: Terms of Reference



Authority reference:	Minutes: 2026/46/AE, 11 August 2026
No. of members on Working Group:	Cllrs. Jason Baker, Tim Eggins, Dave Bulmer, Gary Shortland, Claire Richter
Quorum:	No less than 3 members
Reporting to:	A&E Committee
Frequency of meetings:	As required
Chairperson	Cllr Dave Bulmer

The Devolution Working Group is open to any Members of A&E Committee to join provided their membership has been agreed by Full Council.

The Working Group or A&E Committee may also Recommend to Full Council (for its Decision) any non-Councillor members of the Working Group.

The Working Group will meet as necessary, and usually monthly.

1. The working group will elect a chairman.
2. The working group will prepare an agenda and notes of meetings but those do not need to be published.
3. Members of the Working Group are decided by Full Council.
4. The brief for the Working Group was approved by Amenities and Events Committee: 2026/46/AE 11 August 2026, to have oversight of Devolution overall (transfer of services/assets from Somerset Council to Chard Town Council) and give direction and guidance to the Town Clerk, the Amenities and Events Committee and Full Council.

The Working Group's Chairman (or a deputy) will report back (with notes of meetings) to the next Amenities and Events meeting. If Decisions cannot be made by the Amenities and Events Committee, the Committee will Decide on Recommendations to be Decided by Full Council regarding for example Devolution strategies, policies, management and the implementation of individual Devolution (transfer) of assets/services.