

Matterdale School Foundation- Confidential

Terms of Reference of Steering Group approved at the meeting of MSF on 22nd February 2024

1. The steering group shall consist of five Councillors (currently Cllrs Gore, its chairman, Firth, Holder, Newport and O'Neill). The steering group shall have power to appoint an acting Chairman if required to cover any absences or resignations but the appointment of chairman shall otherwise be by MSF.
2. Voting shall be by majority of Councillors present at the meeting (the Chair to have a casting vote in case of equality of voting numbers).
3. Meetings shall in general be face-to-face but, in the Chairman's discretion, can be virtual or hybrid.
4. Three members present in person or virtually shall constitute a quorum.
5. The Clerk to MSF shall act as Clerk to the steering group. The Clerk shall circulate a note of its meetings to all Councillors. Its proceedings shall be confidential to Councillors and the Clerk of Matterdale Parish Council but shall be reported to the Parish Council at its trustee meetings.
6. The steering group or its Chairman shall be able from time to time to ask one or more non-Councillors to be present (in person or virtually) at one or more of its meetings to enable informal advice to be taken from the invited person(s) who shall be asked in appropriate circumstances to keep the proceedings of the meeting(s) attended confidential. Such invited persons shall not have any vote.
7. Its remit is:-
 - 7.1 To consider, and recommend to the Parish Council, whether any actions, and if so what actions, the Parish Council might be advised to take to keep alive the planning consent for development of the Recreation Field.
 - 7.2 To consider, and recommend to the Parish Council, whether any actions or works, and if so what actions or works, (whether or not

requiring planning consent) should be carried out for the benefit of the Matterdale Community at the Recreation Field.

7.3 To review alternative provision of community facilities and (in particular but, without prejudice to the generality of the foregoing) to enter into discussion with the Owner of the Royal Hotel, Dockray, of the possibility of erecting (wholly or partially at MSF's cost) a building on land there and of carrying out further, ancillary development there in furtherance of the Charity's objects.

7.4 To consider how nutrient neutrality regulations might be complied with in relation to the proposed housing development at the Knotts, Matterdale and make representations to LDNPA, MSF, and if required the Parish Council; also, in consultation with the selling agents, to consider how best, and when, the site should be sold but not to instruct the selling agents to proceed with any sale until MSF has approved a sale.

8. In pursuance of its above functions, and using reasonable endeavours to limit any expenditure, the steering group shall have power to commit MSF to expending not more than £2,000 (two thousand pounds) in total , unless authorised to incur further expenditure by a meeting of MSF. Otherwise, the steering group shall have no power to enter into any contract with any third party or to incur any expenditure.