

SOUTHWATER ACTION TEAM (SWAT)
A COMMUNITY PARTNERSHIP of SOUTHWATER PARISH

MEMORANDUM OF UNDERSTANDING

For WORKING RELATIONSHIP with

THE SOUTHWATER PARISH COUNCIL

The Southwater Action Team (SWAT) has the following aims:

- To implement the actions in the Southwater Community Action Plan issued in May 2009¹
- To work together on issues and projects of interest and concern to Southwater Parish in order to ensure that any change best preserves the special identity of Southwater village and the local environment and fosters a socially inclusive and caring community.
- To review progress against and update as required the current Parish Action Plan and to be aware of and incorporate arising community concerns where applicable.

This Memorandum sets out an agreed working relationship between the SWAT and the Parish Council.

1. Membership

Southwater Parish Council is a member of the SWAT and will be represented on the SWAT.

2. Role of Councillor

The Parish Councillor's role within the SWAT is to provide:

- a. Input to each area of activity on any relevant Southwater Parish Council activity or plans to ensure the SWAT is informed effectively.
- b. Feedback to Southwater Parish Council and individual councillors, on the plans and activities of the SWAT.
- c. Time, expertise and active input to the SWAT.

3. Planning and Budgets

All project plans will be submitted to the Parish Council via the Parish Clerk for comment. No Project Plan which has any cost implication to Southwater Parish Council, including on-going costs following completion of development of the project, shall proceed beyond a stage where any cost is incurred, either to the SWAT or the Parish Council, without budget approval from the Parish Council.

4. Project Review Process

SWAT will review its project plans, progress and issues with Southwater Parish Council annually, or more often if requested by either party.

¹ Filed at <http://ruralsussex.org.uk/parish/southwater/>

The Parish Council may request the SWAT to amend project details that are submitted to them for review and approval prior to implementation where projects are deemed to fall within the statutory responsibility of the Parish Council.

5. Delegation

Where the projects are deemed to be the responsibility of the Parish Council, the SWAT may be given delegated authority from the Council to implement such approved projects. Where this is given the actions taken must be in line with Parish Councils' Standing Orders.

6. Secretariat

The SWAT will be responsible for arranging a Secretariat to govern and record its affairs and will run independently of the Parish Council.

7. Grants and Funding

It is recognised that the SWAT Partnership will have the ability to apply for grants and funding for its projects. Where appropriate and agreed, activities or individual Southwater Community Partnership projects may use Southwater Parish Council as the vehicle through which grants will be sought and funds held. Where this is the case, the administration of these funds and grants will be agreed with the Finance & General Purposes Committee and ratified by Full Council.

Signed Chairman
Southwater Parish Council

Signed..... Chairman,
Southwater Action Team

Dated