



Kings Hill Parish Council

Prologis Quarterly Meeting Terms of Reference

Adopted XX/XX/XXXX

1. Purpose of the Prologis Quarterly Meeting

The purpose of the Prologis Quarterly Meeting is for:

- 1.1 Prologis and the Parish Council to discuss future strategic matters affecting the parish of Kings Hill.

2. Objectives

- 2.1 To foster a positive, collaborative relationship between the Parish Council and Prologis.
- 2.2 To keep both parties informed of future strategic matters.

3. Membership

- 3.1. The Working Group shall consist of **FOUR** Councillors appointed by Full Council.
- 3.2. The Chairman and Vice-Chairman of KHPC will be ex-officio members unless they are appointed members.

4. Meetings

- 4.1. The parties will arrange meetings as on a quarterly basis.
- 4.2. Meetings are informal and therefore there is no requirement to display the agenda publicly.
- 4.3. The meetings shall not be open to the public.
- 4.4. Personal opinions shall not be shared by councillors, only the corporate policy of the parish council shall be stated.
- 4.5. The meetings will be held virtually due to Covid 19 until such time that the regulations are amended.

5. Voting

- 5.1. There shall be no decisions taken at the meetings therefore no voting shall take place.

6. Rights and Powers

Kings Hill Parish Council

- 6.1. The Prologis Quarterly Meeting will have no rights and powers in terms of the parish council governance.

7. Responsibilities

- 7.1. To provide regular updates to the Full Council.

8. Rules and regulations

- 8.1. The Councillor's Code of Conduct will apply to all Members of the Meeting.

9. Delegation to the Proper Officer

- 9.1. None