



DATCHET PARISH COUNCIL

Land at Mill Place Legal Committee Terms of Reference

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LAMP Committee adopted by Full council on	8th July 2024 Min Ref: 24/74b
Terms of Reference Reviewed by committee on	23rd July 2024
Approved at Full Parish Council Meeting	12th Aug 2024
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Next Review Date	ASM in May 2025
VERSION 1	

Document Revised on	Revision Tracking
Cllr Jones resigned from Committee on 12.08.24	
Cllr Darren Sanders – Appointed 12.8.24 - Min Ref: 24/126b	
Cllr Caroline Wise – Appointed 9.9.24 – Min Ref: 24/147b	



These terms are supplementary to, and do not override, the Parish Council's Standing Orders &/or Financial Regulations.

This Committee is appointed under s.101 of the 1972 Act.

1. Purpose of Committee

2. The LAMP Legal Committee (the "Committee") is established by the Parish Council to address and manage all matters related to claims of adverse possession affecting parish land and to handle all legal proceedings on behalf of the parish council.

The committee must utilise the expertise of several councillors and does not rely on the knowledge of a single councillor.

3. Powers

The Committee has the delegated authority to

- Investigate claims of adverse possession.
- Engage and instruct solicitors, barristers, and other legal professionals with experience in adverse possession.
- Initiate, conduct, and settle legal proceedings related to adverse possession.
- Approve expenditure related to adverse possession matters within the budget allocated by the Parish Council.
- Report back to the Parish Council on significant developments and decisions.

4. Membership of the Committee

The Committee shall consist of a minimum of 4 parish councillors. Non-parish-councillors may not be members. The quorum of the Committee will be 3 members.

5. In attendance

The Proper Officer or delegated officer may be requested to attend any meeting.

6. Confidentiality

All members must preserve confidentiality of all pertaining to the business of the committee.

7. Meetings

- The Committee will meet as and when required
- This Committee Meeting will be called in line with Standing Orders and Financial regulations.
- The Committee Meetings are open to the Public and Press.
- Election of the Committee Chair will be at the first committee meeting.
- In respect of convening ordinary meetings of the Committee, the Committee Chairman in consultation with the Clerk, may determine the date and time of its meetings.
- Any changes in membership of this Committee must be agreed by Full Council.
- The Clerk or other appropriate officer will record meetings.
- Standing Orders on rules of debate and all other matters shall apply.

8. Minutes

- Minutes of all meetings will be recorded by the Proper Officer (or delegated) and circulated to all members of the committee and to all Full Council members.
- The minutes will be available to the public on the Parish council website.
- All resolutions and recommendations made to Full Council shall be recorded in the minutes of the appropriate meeting.



9. Responsibilities

- Review and assess all claims of adverse possession involving land at mill place.
- Develop strategies and make decisions regarding the conduct of legal proceedings
- Ensure all actions taken are in accordance with relevant laws and regulations.
- Monitor ongoing legal proceedings and manage associated risks.
- Communicate with relevant parties, including legal professionals, landowners, other committees, and stakeholders, as appropriate.

10. Investigative Process

- Gather and review all relevant documents, evidence, and information related to adverse possession claims.
- Conduct site visits and inspections as necessary.
- Consult with legal professionals to evaluate the validity of claims and determine appropriate actions.

11. Legal Proceedings

- Initiate legal action to challenge or defend against claims of adverse possession.
- Settle disputes through negotiation, mediation, or court proceedings as appropriate.
- Ensure timely and effective resolution of adverse possession matters.

12. Reporting

- The Committee shall provide regular updates to the Parish Council, including a summary of actions taken and any recommendations for future actions.
- The Committee shall submit a detailed report on the outcomes of adverse possession cases once concluded.

13. Budget and Resources

- The Committee shall operate within the financial limits set by the Parish Council.
- Any expenditure beyond the approved budget must be referred back to the Parish Council for approval.

14. Review of Terms of Reference

- These Terms of Reference shall be reviewed annually by the Parish Council to ensure they remain relevant and effective.
- Any amendments shall be approved by the Parish Council.

Signature

A handwritten signature in black ink, appearing to be 'A. J.', is written over a horizontal line.

(Clerk)

Date: 09th Sep 2024