

**Malmesbury to Cowbridge Walking and Cycling Route Task Group Terms of Reference**

**Background**

- This document is the Terms of reference for the above working group.
- The representatives on the task group are people nominated by the Malmesbury Area Board who have volunteered to ensure that the Section 106 agreement to provide a walking and cycling route is implemented and will reflect the views of the community and wish to take an active role in its development.

**Objectives of Malmesbury to Cowbridge walking and cycling route task group:**

- to support delivery a footpath/cycle route from Cowbridge Mill and Malmesbury
- to increase levels of walking and cycling between the Cowbridge Mill and Malmesbury
- to involve the community in planning and delivering the scheme.

**Role of the Task Group:**

- to ensure strong local stakeholder and community involvement in advising and practically supporting Wiltshire Council and Sustrans in the planning, designing and project delivery, and sustaining the maintenance, promotion and usage of the Malmesbury to Cowbridge walking and cycling route. Tasks are as follows:

**Membership:**

2 x Wiltshire Councillors representing the two divisions  
1-2 St Paul Malmesbury Without Parish Council  
1-2 Malmesbury Town Council  
1 x Malmesbury Residents' Association  
1 x Malmesbury Civic Trust  
1 x Malmesbury & Villages Community Area Partnership  
Up to 6 community representatives from Cowbridge area, the town and those with a local walking/cycling interest  
1 x Sustrans  
1 x Community Area Coordinator

- Sub-groups of the working group may be formed to take forward specific projects e.g. consultation, publicity, route maintenance etc.

**Chair:**

- Upon establishment of a working group, a chairman will be nominated and seconded by the members.
- In the event that the chairman is absent, a council representative will chair the meeting.

### **Roles and Responsibilities:**

- Ensure that the task group establishes and supports formal reporting/ accountability arrangements with the Area Board, funding bodies and other relevant organizations.
- To assist Sustrans where requested in discussions with landowners.
- To help ensure good relationships are maintained with all the landowners once the path is opened.
- To ensure that the route is well promoted locally through events, publicity materials and media coverage as appropriate.
- To ensure a maintenance plan is put in place and implemented.
- To work with St Paul's Malmesbury Without Parish Council to ensure the continued upkeep of the path and associated features to a satisfactory standard.
- Wiltshire Council will provide administrative support for these meetings, which will include assistance with arranging meeting times / venues and the production of minutes.
- To assist Sustrans in organizing consultation events with the local community as appropriate.
- To support Sustrans in identifying and securing additional funding for the completion of the project.