

Everton Parish Council

Terms of Reference – EPC Church Liaison: Holy Trinity Church

1. Purpose

To act as the formal link between Everton Parish Council and Holy Trinity Church, supporting effective communication, mutual awareness, and collaboration on matters of shared community interest.

2. Role

The appointed Council Member will:

- a. Maintain regular contact with the leadership and representatives of Holy Trinity Church.
- b. Share relevant updates and initiatives from the Church with the Parish Council.
- c. Inform the Church of relevant Parish Council decisions, events, or opportunities for cooperation.
- d. Identify and encourage areas for partnership, such as community events, use of shared spaces, or support for vulnerable residents.
- e. Attend Church-led community meetings or events as appropriate, representing the Council's interest and commitment to local engagement.
- f. Provide updates to the Parish Council on a regular basis or as requested.

3. Appointment and Term

- a. The Church Liaison will be appointed by resolution of the Parish Council at the Annual Parish Council Meeting or as needed.
- b. The term of appointment is four years, renewable at the Council's discretion.
- c. The Church Liaison may be replaced or removed by Parish Council resolution at any time.

4. Meetings

- a. The Church Liaison will attend Holy Trinity meetings as advertised.

5. Outputs

- a. **Reporting:** The Church Liaison will report Holy Trinity Church activity to the Parish Council.
- b. **Partnership Working:** Work in partnership with the Holy Trinity Church and relevant community groups for the betterment of the Parish.

6. Conduct and Accountability

- a. The Church Liaison must act in accordance with the Parish Council's Code of Conduct.
- b. The role is representative; the liaison has no authority to commit the Parish Council to decisions or actions without formal resolution.

7. Review

These Terms of Reference shall be reviewed annually by the Parish Council and amended as necessary.

Adopted by Everton Parish Council on: 7th of July 2025

Signed:

A handwritten signature in blue ink, appearing to read 'Johnson', is written over a horizontal line.

(Chair of Everton Parish Council)

EPC Church Liaison: Councillor J Bere

Clerk to the Council: Mr C Bryant