

PENDINAS PROJECT STEERING GROUP

TERMS OF REFERENCE

Membership

There will be up to ten members of the Steering Group

The Pendinas Outreach Officer will be a member of the Group and act as the secretariat

At least one will be member of staff of Dyfed Archaeological Trust

At least one will be a member of staff of the RCAHMW

Other members will consist of County/Town councillors, members of local organisations and societies, and individuals who have connections with the Penparcau community

Meetings

Meetings will be held every three months, or more frequently if considered necessary

A quorum shall be four members

Meetings normally will be held at a venue in Penparcau, or if the is not possible in Aberystwyth

Virtual meetings will be held if it is not possible to arrange in-person meetings

A record will be kept of meetings

The Group will disband on completion of the Project

Duties

Receive reports on the Pendinas project

Invite other individuals to be members of the Group

Act as an advocate for the Pendinas project

Be a point of contact for members of the local community

Suggest community/other activities, within the overall scope of the Project