**Mountsorrel Community Team**



 **Mountsorrel Community Team**

 **c/o Sorrel Youth Café**

 **The Green**

 **Mountsorrel**

 **Loughborough**

 **LE12 7AF**

 🖳 <http://mountsorrel-community-team.co.uk>

# Terms of Reference

## Background

The Mountsorrel Community Team (MCT) was established in response to an identified need to recognise/ formalise sustainable support for the Mountsorrel REVIVAL. Following the debrief meeting held in September 2015, residents were asked to volunteer and form an organising group.

In October 2015 these volunteers met and agreed to establish a residents group who would oversee REVIVAL 2016 and consider other village events. The group is called the Mountsorrel Community Team and these terms of reference form a working template for the first year of the groups operation and will be reviewed by October 2016.

## Aims

To provide & promote village Events that bring the Community & local Businesses together.

## Objectives

To:

• organise, deliver and support the annual Mountsorrel REVIVAL village festival

• support, organise and endorse the organisation and delivery of other community driven events and activities

• seek and manage funding to support the delivery of such events

• respond to ideas put forward by Mountsorrel residents

## Membership

The membership of the Team will be divided into two key groups:

1. Core membership: - this will be restricted to a working group of ten. This will aid effective decision making and coordination. Membership will be open to all local residents who share the vision of the group. Members must be of good character and not belong to businesses or organisations that may be perceived to cause a conflict of interests
2. Associated membership: when needed (for the delivery of events or specific activities), other residents will be co-opted as Event Volunteers

In addition to the core membership other specialist advisors and supporters may be co-opted to help the Team address specific issues or tasks. This may include such things as legal, health and safety, publicity etc.

## Finance

The core membership to include a sub-group, of three named members, for financial control. A Treasurer to be appointed as lead. The Treasurer and one other member of the named finance team will be required to co-authorise all outgoing payments (i.e. cheques etc.).

All expenses greater than £50 must be agreed in advance through the MCT regular meetings.

No incoming payments greater than £50 in cash will be permitted from anyone source unless we have agreed documentation in place to cover the payment. No refunds for cash payments will be given.

Finance will be discussed as a standard agenda item at each MCT meeting.

## Meetings

The Group will normally meet every 8 weeks with the option of meeting more frequently to facilitate the delivery of community events/activities.

# Mountsorrel REVIVAL

## Background

The Mountsorrel REVIVAL started from a desire to motivate the community to reinvent and reinstate a long standing village tradition – the Mountsorrel Gala. Now in its third year the REVIVAL has demonstrated both a demand and need for a key annual event that brings the village together and celebrates living in Mountsorrel.

The organisation of the first two events was largely dependent on the determination and commitment of a small group of people. Elements of ‘good luck’ and goodwill helped make the events a success. However, this is not sustainable.

In October 2015 a group of residents agreed to form a group that will share the workload and take on the overall responsibility of organising the event. The Mountsorrel Community Team is made up of a core group of up to ten residents and is supported by the Youth Officer, Sorrel Youth Café and a Charnwood Borough Council, Community Development Worker.

## The Concept

Although the REVIVAL has an organising group, the Mountsorrel Community Team, its success is largely dependent on engaging the whole community and asking every resident to contribute. In short, REVIVAL provides the framework, all those who contribute create the atmosphere.

To support this REVIVAL is underpinned by a number of key principles. These are:

• REVIVAL is an inclusive event that promotes community sharing and collective generosity

• The REVIVAL is a Mountsorrel village event. Although the wider general public cannot be stopped from coming along, the event is primarily aimed at Mountsorrel residents, businesses and other local stakeholders

• All funding raised through the event will be kept in the village and will go to support local good causes and the local economy. Wherever possible outside or other commercial parties will be kept to a minimum and will only be brought in to enhance the village activities

• REVIVAL is a partnership event and seeks to work constructively with the Police, Parish and Borough Councils and other key parties to ensure a safe and enjoyable time for all those involved

## Methodology

The Mountsorrel Community Team has been established to develop and create a community led framework for the delivery of the Mountsorrel REVIVAL. This framework will ensure that all legal and practical issues are put in place and complied with. Key venues such as churches, cafés, public houses/clubs, the Library and businesses will be used to host services and as coordination/contact points.

This important infrastructure will provide the backdrop for wider village input, innovation and creativity.

Villages, businesses and groups will be encouraged and supported to play their part in providing activities, services and entertainment.

This collective approach will help to encourage inclusion, reduce organisational demands and ensure that all the activities are village driven.

## Funding

The Mountsorrel REVIVAL is a self-funding event and will seek sustainability to small grants, donations and the goodwill of Mountsorrel residents.