



PARISH  
COUNCIL

*Hilton Traffic Group  
Terms of Reference*

Document Configuration Management & Control

Version	Description	Originated	Reviewed	Approved
Version 1	Annual Review	25/11/2019	04/05/2021	04/05/2021

# Hilton Traffic Group Terms of Reference

## Purpose:

Hilton Traffic Group combines representatives of various action groups in and around Hilton, concerned with the impact of traffic on our parish. Hilton Traffic Group exists to share information and agree priorities to present to two sets of recipients: The Parish Council and the respective traffic groups. Our collective purpose is to improve the quality of life in Hilton where it is affected by road related matters.

## The Hilton Traffic Group's terms of reference are:

- The convener of the Hilton Traffic Group will be a member of the Parish Council
- The convener will relay all relevant information to the Parish Council via the Clerk
- The Hilton Traffic Group, on occasion, will invite members of the wider parish to become involved in meetings and each traffic group can independently invite parishioners into its membership as they see fit
- Hilton Traffic Group develops ideas and tactics in line with their purpose, some of which the member groups agree to undertake
- Hilton Traffic Group informs the Parish Council of actions underway by different traffic groups
- Hilton Traffic Group also makes proposals and requests to the Parish Council for discussion and decision on what the Parish Council might undertake. Likewise, each member body will take its own decisions.
- Hilton Traffic Group is informed by the Parish Council of any relevant matter that might affect respective group thinking, priorities and actions
- The Hilton Traffic Group meets as necessary
- The Clerk to Hilton Parish Council will be informed of the meeting content and minutes
- The communications of the Hilton Traffic Group with outside bodies such as Cambridgeshire County Council, Huntingdonshire District Council, Highways England will be clarified as coming from a specific traffic group, from the Parish Council or from Hilton Traffic Group as part of the Parish Council and representing the group's members. In all cases, the Clerk to the Parish Council will be copied on all correspondence.
- Correspondence to Cambridgeshire County Council will be copied to our local County Councillor; any to Huntingdonshire District Council will be copied to our local District Councillor - and in both cases copied to the Clerk to Hilton Parish Council.

The membership of Hilton Traffic Group is drawn from:

There will be 2-4 members of Hilton Parish Council in the Hilton Traffic Group

Members of SpeedWatch

Members of HCV-Watch

Members of Hilton Action on Traffic

Additional information from the following groups will inform the discussions of the Hilton Traffic Group and vice versa:

HCV Joint Parishes Committee

Community RoadWatch / RATS

Cambridgeshire County Council

Huntingdonshire District Council