

**Outside Bodies - Job Specification Form**

Name of Organisation	Vinters Valley Park Trust (Local Nature Reserve)
Type of Organisation e.g. charity	Charity
Contact Details	Name : Peter Lott Address: 7 The Medlars, Vinters Park, Maidstone, Kent ME14 5RZ Telephone: 01622 673123 Email: highwayman4591@aol.com Website: www.vintersvalley.co.uk
Mission and Objectives of Organisation	<i>'To manage and improve the whole of the Park for the benefit of the public as an open space for quiet informal recreation and wildlife conservation and to protect, preserve, conserve and restore for the benefit of the public such features of the Park as are of special landscape, historical, architectural or wildlife interest.'</i>
Role and responsibility of the Council representative? (e.g. Observer, Trustee, Director)	To represent the Borough Council as Trustee of the Vinters Valley Park Trust. To vote on decisions made in respect of Vinters Valley Park Trust. To act as the point of contact with MBC and advise on procedures.
What do you hope to achieve through the relationship?	Knowledge of Borough Council procedures, regulatory controls and awareness of projects within MBC that may assist the Trust in its mission. Access to possible financial grants.
How often does the Organisation meet?	Four times a year (three Trustee meetings and an AGM)
Desirable skills and experience from the Council's representative	Knowledge of local area and organisations. Good communication skills. Practical experience of wildlife and conservation issues.
Terms of Reference Attached?	No
Any other information the Organisation wishes to add?	The MBC representative should take an active interest in the Trust and not just attend meetings. There should be contact between meetings with support and advice on practical and funding matters.

### Outside Bodies - 'Job Specification' Form

Name of Organisation	Maidstone Sea Cadet Corps	
Type of Organisation e.g. charity	Youth voluntary group and registered charity	
<p>Contact Details</p> <p>margaret Teacher</p>	Name	David Naghi (Chairman)
	Address	Maidstone Sea Cadet Corps  The Masters Tower, College Road, Maidstone ME15 6YF
	Telephone number	01622 741016 673 004
	Email	mtreacher@talktalk.net ruthedkins@hotmail.com
	Website	http://units.ms-sc.org/maidstone
Mission and Objectives of Organisation	The Sea Cadet movement is a national youth charity providing young people from 10-18 with life skills of teamwork, self-respect and social responsibility – the core qualities of good citizenship.	
Role and responsibility of the Council representative? (e.g. Observer, Trustee, Director)	Trustee on the UMC	
What do you hope to achieve through the relationship?	Good community relationships	
How often does the Organisation meet?	Monthly basis (last Monday of the month) plus social events throughout the year	
Desirable skills and experience from the Council's representative	Interpersonal skills	
Terms of Reference Attached?	http://seacadets.ms-sc.org/	
Any other information the Organisation wishes to add?	Will require standard CRB clearance Would require them for their term of office	