

Terms of reference: Interim Steering Group to identify uses of the former Llanfair DC school.

1. Objective:

- The objective of the steering group is to manage the process to identify future uses of the former school; the building, the hard-surfaced playground and playing field.
- The steering group will be open to all and will consult widely in the community to develop options for future use of the assets.
- The steering group will consider the options and make recommendations to the Llanfair DC Community Council for how the assets should be used in the future.
- The steering group will develop the submissions to allow the assets to be put through the Welsh Government's Community Asset Transfer process with Denbighshire County Council.

2. Background: The original Llanfair DC School was built as a National School in 1859. A new school was provided by Denbighshire County Council and this opened in February 2020. DCC advised that the former school was surplus to its requirements.

3. Guiding principles:

- future use of the assets should be in keeping and sympathetic to the village conservation area status,
- future use of the assets should yield maximum benefit to the community, particularly to residents of Llanfair DC, Graigfechan, Pentrecelyn and Pentre Coch.
- the school building and hard surface playground will be considered as one asset and the playing field as a separate asset for the purpose of considering future use,
- the steering group will consult widely within the community and seek to develop solutions that meet needs,
- needs may be defined in the Neighbourhood Plan or newly developed,
- uses will take into consideration other community facilities in the villages,
- the steering group will be non-political, non-sectarian and non-profitmaking.

4. Life of the steering group: It is envisaged that the steering group will have a finite life. The aim of the group is to identify future uses of the assets, recommend these to the Community Council and where appropriate to take the assets through the Welsh Government's Community Asset Transfer process. The steering group shall be wound up once the recommendations have been made to the Llanfair DC Community Council and the Community

Asset Transfer process is completed. The steering group will then be superseded by management and operating groups for the assets.

5. Membership shall comprise any members of the community and shall seek to have broad representation.
6. Decision making shall preferably be by consensus of the group. Where differences occur, there shall be voting of the whole steering group with a majority determining the outcome.
7. Meetings shall be held in accordance with Government guidelines, either virtually or in person.
8. Constitution: The steering group shall comprise a main group with two focussed sub-groups for the school / playground and for the playing field. Officers of the steering group shall comprise a Chair, two Vice Chairs (School / Playing Field) and a secretary.
9. Finance: the steering group shall request funds if required from the Llanfair DC Community Council.

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