

Wickersley Parish Council
Terms of reference for committees
Last reviewed 17 June 2024
Next Review Date May 2025

- 1) COMMITTEE:** Recreation and Environment
- 2) POWER TO DECIDE:** Yes
- 3) POWER TO SPEND:** Yes - within budget. (Except for agreeing annual budget, and spending in excess of budget, which must be authorised by full council) May be delegated to Clerk or A/Clerk *and* the Chairperson of the Committee (or Council Chairperson if unavailable).
- 4) ACCOUNTS:** Financial activity against committee budget will be reviewed and approved at each meeting. The accounts of the committee will form part of the council's accounts and will be audited as part of the council's accounts.
- 5) MAX. MEMBERSHIP:** 6 Councillors.
- 6) QUORUM:** 3 Councillors.
- 7) CHAIRPERSON:** Elected each year at the Annual Council Meeting in May. Vice Chair appointed at the first committee meeting following the Annual Council meeting
- 8) MEETINGS/YEAR** Minimum 4
- 9) REPORTING:** The Chairperson to report special items and/or recommendations to full council with a copy of the draft minutes at the next available Council meeting following a meeting of this committee.
- 10) UNDERTAKINGS:**
- a) To manage and maintain green spaces owned or leased by the Council, including the Stephen Shore Memorial Gardens, trees on public verges, flower beds and installations such as benches within the parish and other items included within the monthly gardening contract – NOTE: excludes the areas at Wickersley Gorse and Wickersley Wood.
 - b) To manage and maintain recreation grounds owned/leased by the Council at Sorby Way and Warren Road (to include Millenium Meadow).
 - c) To manage and maintain Tanyard Toilets.
 - d) To liaise with the Handypersons and hold the budget regarding minor repairs and vandalism to parish property and green spaces.
 - e) To liaise with the landscape gardening contractor regarding the regular performance of the contract.

f) To produce and implement five year management plans for
(a) to seek use of external funding.

g) All committees of the Parish Council have a duty to consider, propose actions and deliver RESOLVED actions detailed within the business plan.

h) To consider any item delegated by Council.

i) To regularly review the green spaces facilities, their use and upkeep and to consider the views of Parish residents in the management of resources at least once per year.

j) To nominate and manage a representative to Wickersley Village Bowls Club