



Thurcroft Parish Council

TERMS OF REFERENCE FOR RECREATION & ENVIRONMENT COMMITTEE

Purpose of Recreation & Environment Committee

This committee is appointed to make decisions about all matters relating to the recreation areas and environment such as land and street furniture within the parish, subject to budget and expenditure limits decided by the full council unless stated otherwise.

Membership and voting -

(To be elected annually at the Annual Meeting of the Parish Council each year in May)

1. The Committee will consist of a maximum of 8 councillors.
2. At the Annual Meeting of the Parish Council, the Council shall elect a Chair.
2. The Chair will have an ordinary vote and a casting vote and may use the latter although he/she is not compelled to do so.

Convening

The Clerk will convene Recreation & Environment Committee meetings as and when necessary. The Committee Chair may also convene meetings as he/she feels necessary. Members will be summoned to attend meetings which will be held in a public place and public notice of the meeting shall be given in accordance with Schedule 12, Para 10 of the Local Government Act 1972. Minutes will be taken, approved and retained by the council in perpetuity.

Meetings

Meetings will be held in accordance with the council's Standing Orders.

Quorum

The quorum of the Committee will be 3 councillors.

Documentation

1. Minutes of all meetings will be recorded by the Clerk or, in the absence of the clerk, by one of the councillors present at the meeting.
2. Draft minutes will be circulated to all members of the committee.
3. Depending on timing, either draft or approved minutes will be received by the full council for information only.



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Accountability

The Recreation & Environment Committee has been given delegated power by the full council to act on behalf of the authority in relation to these defined terms of reference only; any matters outside the Committee's terms of reference shall be made to the full council as a recommendation.

Remit of the Committee

- To manage and maintain green spaces owned by the Council, including the Thurcroft Recreation Ground, Thurcroft Memorial Garden, Brampton en-le Morthen Memorial Garden, trees, flower beds and installations such as benches within the parish.
- To liaise with grounds contractors for the council fulfilling grounds maintenance and the flowers and horticulture contracts.
- To manage and maintain the memorial gardens, including; Thurcroft Memorial Garden and Brampton en-le Morthen Memorial Garden.
- To manage and maintain recreation grounds owned by the Council including; Thurcroft Recreation Ground, Hangsman Lane at Laughton Common and the playground at Brampton en-le Morthen.
- To review any inspections undertaken by Officers or third-party contractors on playgrounds including; Thurcroft, Laughton Common and Brampton en-le Morthen, and to consider any other inspection reports completed on assets such as but not limited to - street furniture (bins and benches).
- To consider any delegated actions following complaints received concerning play areas, memorial gardens, recreation grounds, street furniture or contractor.
- To consider any item delegated by Council.

Where the Committee feels necessary, it may refer any decision for which it has delegated authority, to the full council.

Review

The Recreation & Environment Committee's terms of reference are to be reviewed annually at the Annual Council meeting.

Adopted on Thursday 16th May 2024