



## **AMENITIES COMMITTEE**

### **Terms of Reference & Scheme of Delegation**

1. The Committee will appoint a Chairman at the first meeting following the Annual Meeting of the Council in May each year. A Chairman shall serve no more than three consecutive years. In the event of the Chairman's absence the members of the Committee present will appoint a Chairman, at the beginning of the meeting.
2. The Committee will consist of a minimum of five Councillors. A quorum of three members is required for each meeting. It will meet at least four times a year, with additional meetings as required. It will report to the Full Council Meeting following each of its meetings. To ensure coordination with other Goostrey organisations at least one, and preferably two, members of the Committee will attend the Goostrey Village Hall and Playing Fields Foundation AGM and Trustee Meetings and the Goostrey Scout Hut and Youth Facility User Group.
3. The purpose of the Committee is to look after:
  - a) Specific grassed areas in the Village (eg Shearbrook Bank including the verge and hedge)
  - b) Village Planters and Planting
  - c) Graveyard Maintenance (St Luke's Graveyard nr the Village Hall)
  - d) Village Events (eg Seniors Lunch, Parish Council's Rose Day Stand etc)
  - e) Village Assets such as the Speed Indicator Devices, benches and notice boards (as featured in Goostrey Parish Council's Register of Assets, and to ensure that these are run and maintained for the benefit of Parishioners)
  - f) Village Archive – The Committee will liaise with the Archive Group to ensure the continued development and maintenance of the archive
  - g) Footpaths - The Committee will liaise with the Goostrey Footpaths Group to monitor the condition and maintenance of the public rights of way within the Parish
  - h) Trees – The Committee will liaise with the Goostrey Tree Warden to protect specific trees, groups of trees or woodlands in the Parish in the interests of amenity and to identify others which justify protection
  - i) Booth Bed Lane Play Area – The Committee will liaise with Cheshire East Council regarding development and maintenance issues
  - j) The Committee will, in conjunction with Goostrey residents, identify additional community assets, services or events which will enhance the quality of life for Goostrey residents and make appropriate recommendations to the Parish Council
4. The Amenities Committee is responsible spending and monitoring the Amenities budget and will make recommendations for any additional expenditure to either the Finance Committee or Full Council (whichever meets first). In November each year the Committee will recommend to the Finance Committee an appropriate budget for the next 3 financial years.
5. The Committee will be guided by the following considerations:
  - a) to provide a good range of facilities, capable of giving benefit to people of all ages
  - b) to have them inspected regularly, and maintaining them in line with the latest Health and Safety requirements
  - c) to engage contractors for regular maintenance, or for development as the need arises

6. The Committee will communicate with parishioners by submitting news and information for inclusion in the Parish Council Newsletter, the Parish Magazine, the Parish Council Notice Boards and on the website <https://goostrey.info>.
7. These Terms of Reference will be reviewed annually.

**APPROVAL**

Council Minute 19.05.16 Committee Matters – Amenities Committee

**REVIEW DUE**

May 2020