



Terms of Reference Amenities Committee

Last reviewed: March 2023
Last adopted: July 2023
Next adoption due: May 2027

Membership

The committee shall comprise five appointed councillors with the Chair and Deputy Chair of the Council being ex officio members.

Key Elements

In principle, the committee will be responsible for;

1. Footpaths
2. Recreation
3. Social
4. Miscellaneous

Detail

The Committee will be responsible for holding a portfolio of items within each of the Key Elements. It is incumbent on the Committee to provide a watching brief on all items and make recommendations to Full Council on matters that may not be fully contained or fully defined within that portfolio.

The Committee has power, under Standing Orders, to resolve issues of expenditure that are within the Agreed Budget for that Committee. Any proposed expenditure outside the Agreed Budget must be dealt with by a Recommendation to Full Council.

Items for discussion may be raised by any Councillor either through a meeting or via the Clerk's Office.

From time to time, it may be necessary for this Committee to discuss an item that has not been included in the Key Elements as defined to date. Such an item may subsequently have its responsibility assigned to this or another committee.

As defined with Standing Orders, this Committee may form Working Parties and Sub-Committees. All such Working Parties and Sub-Committees shall have membership open to all Councillors.

Defined items of responsibility are;

1. Footpaths

- verges
- footways
- street cleaning
- bridleways
- rights of way

- footpath improvements
- footpath signs
- footpath lighting
- footpath policy

2. Recreation

- multi-games area
- playing fields
- recreational facilities
- maintenance of open spaces and common land
- Layston Court Gardens
- flags

3. Social

- medical and welfare facilities
- public library
- cultural activities

4. Miscellaneous

- donation of seats
- notice boards
- fly posting
- access to countryside
- Layston Churchyard - agreed maintenance
- River Rib
- refuse collection
- refuse disposal
- recycling
- Response to vandalism
- allotments
- trees
- environmental matters
- public transport
- monuments

5. Layston Cemetery