

Fradley and Streethay Parish Council

Sports and Open Space Working Group Terms of Reference

Introduction:

Fradley and Streethay Parish Council will consider renewing these Terms of Reference at its Annual Parish Council meeting each year.

Membership:

The Sports and Open Space Working Group shall consist of up to 3 Councillors who shall be elected each year at the Annual Parish Council Meeting, or at any other Full Council Meeting as appropriate.

The Sports and Open Space Working Group can also include up to a maximum of 6 members of the public making the Working Group up to a maximum of 9 people including 3 elected Councillors.

The quorum of the Sports and Open Space Working Group will be 3 Members.

Councillors who are not elected to sit on the Sports and Open Space Working Group will be informed of any meetings to be held and are able to attend, input and ask for any relevant Working Group documentation.

Procedures and Functions:

The Sports and Open Space Working Group will operate within Fradley and Streethay's Code of Conduct and will take all recommendations back to a Full Parish Council Meeting for a decision to be made.

The Sports and Open Space Working Group are tasked by the Full Council to look at the following items, this list is not exhaustive and can be added to as appropriate:

- To raise and examine issues in relating to the sports provision and open space within the village, reading relevant reports and related materials, examining options and where appropriate obtaining advice on behalf of the Full Council
- To monitor the Parish Council's parks and to look at new play equipment provision/refurbishment
- To monitor all Parish Council Open Space under the ownership or maintenance of the Parish Council
- Structure maintenance including bins (litter/dog/salt), bus shelter, benches, play equipment, height barriers, and Christmas lights.
- Any monitor any byelaws that may be introduced by the Parish Council from time to time.
- To act or liaise with experts where required, but any associated costs are to be approved by Full Council in advance.
- To explain the recommendations, reasons, options to Full Council by way of a written report via the Parish Clerk as required.

- To answer any questions from the Full Council as required.
- The Working Group will not have any funds or monies available to spend unless approved in advance by the Full Council.

The Parish Clerk and/or Assistant Clerk will provide administrative support for the Sports and Open Space Working Group as required.

Meeting Dates:

Meetings of the Sports and Open Space Working Group will be arranged and agreed by the Working Group as appropriate.

Meetings of the Sports and Open Space Working Group will be held at the Fradley and Streethay Parish Council Office Meeting Room unless otherwise agreed.

Reviewed: 10.09.2019

Next Review: April/May 2020