

TROWSE WITH NEWTON PARISH COUNCIL
OPEN SPACES AND PROPERTY COMMITTEE
TERMS OF REFERENCE

The Committee Membership

The Committee will be made up of 4 councillors appointed at the Annual Parish Council meeting. The committee should have a Chairman elected at the Annual Parish Council meeting.

Non-committee members may attend meetings for observation.

Meetings of the Committee

The Committee will have a quarterly schedule of meetings.

Committee Objectives

Oversee the management of all public areas

Oversee the management of all council property within the parish

Prepare & Review Management Plans for property and Open Space areas

Ensure that safety inspections of property and public areas have taken place

Prepare a budget for consideration of the Finance Committee

Reporting

The Open Spaces and Property Committee reports to Full Council through its minutes. These are then adopted by Full Council.

Date of adoption of these Terms of Reference: 28th October 2019

Date to be reviewed: Next Annual Parish Council Meeting May 2020

Chair: 28th October 2019