



## **ACKWORTH PARISH COUNCIL**

### **TERMS OF REFERENCE FOR THE VILLAGE AMENITIES COMMITTEE**

1. The Committee will be known as the Village Amenities Committee
2. The Committee is appointed to manage any matters relating to land and buildings for which the Parish Council are responsible.
3. The Parish Council's Standing Orders will apply to this Committee
4. The meetings of the Village Amenities committee will be convened in accordance with the Parish Council's standing orders in which the proper officer will convene ordinary meetings
5. In line with standing Financial Regulations, this committee has the delegated authority to authorise expenditure within budget within limits set out in the Financial Regulations
6. This committee is the parent of the Allotments subcommittee
  - i. This committee will receive the meeting minutes from the allotment subcommittee.
  - ii. Approval of recommendations outside of this committees delegated powers will be decided at the next full council meeting
7. There will be 6 members of this Committee
8. The Chair and Vice Chair will be appointed by the Council
9. The quorum of the Committee will be 3
10. The membership of the Committee will be reviewed annually at the annual meeting of the Council
11. The Committee will meet on dates agreed by the Parish Council
12. Administration Staff will provide secretarial services
13. The committee will ratify its own minutes and will be seen by the full Parish Council for information only. Approval of recommendations outside of this committees delegated powers will be decided at the next full council meeting
14. Members will be appointed annually at the Annual Meeting of the Parish Council
15. The Clerk may attend meetings in an advisory capacity but will not be a voting member



16. These Terms of Reference shall be reviewed annually by the Full Council and amended as necessary