

Llangunnor Community Council

Park and Environment Committee Terms of Reference

Membership

The Committee shall consist of the Responsible officer, Chair and Vice-Chair of Council and 3 members elected at the AGM (where agreed this can be 4 members). The Chair will be elected at the first meeting of the Committee after the AGM.

Casual Vacancies

The Council from among their members shall fill casual vacancies occurring in membership of the Committee.

Frequency of Meetings

The Committee shall meet not less than 4 times in each year. A quorum at each meeting shall be 3 members.

Record of Meetings

The Committee shall ensure that an agreed written record of each of their meetings is forwarded to the Council.

Function of Committee

1. To safeguard maintain and where possible enhance the Park and Environment of Llangunnor for both the current and future generations.
2. Ensure that good relationships are maintained with the community at large.
3. Regularly monitor reports of income/expenditure against the approved budget.
4. Review regularly the Council's Asset Register and Insurance arrangements with regards to Open Spaces
5. To carry out whenever required suitable consultation processes with a view of getting the opinion of residents.

September 2018.