



# Broadbridge Heath Parish Council

## Recreation and Environment Committee

Adopted by council: 13<sup>th</sup> February 2023

### TERMS OF REFERENCE

This committee, comprising of up to seven councillors will meet four or five times a year. Additional committee meetings to those already scheduled may be held to discuss specific projects or other urgent matters relating to the business of this committee. Additional committee meetings will be called at the discretion of the Chairman, but in consultation with the Clerk.

The Recreation Committee has delegated authority to authorise expenditure of up to £2,500 on recreational and environmental activity on Parish Council owned land (eg play equipment, maintenance of open spaces, trees, gates/fences, ponds etc.).

The Recreation Committee is subject to the governance of Standing Orders and must carry out its business accordingly.

### MAIN FUNCTION

- The efficient and effective management of all Parish Council owned and managed open space/recreational/streetscene matters
- To seek high standards of health and safety (through inspections, repair and maintenance) in connection with Parish Council land and any equipment or buildings on it
- To work with the community, sports associations, local authority and contractors in relation to open spaces and facilities set aside for leisure, recreation and amenity
- To approve work required (up to £2,500) with regard to open spaces and review quotes >£2,500 making a recommendation to the Parish Council for approval
- To consider documents relating to open space/recreation/trees to include lease arrangements and make recommendations to Parish Council

### OTHER

- Put forward a budget proposal for related expenditure
- To represent the Parish Council at relevant meetings
- To explore sources of fund raising

**The Terms of Reference for this committee will be considered annually.**

**Next review due at the next Recreation Committee meeting after the Annual General Meeting in May 2023.**