



## **MINEHEAD TOWN COUNCIL**

### **AMENITIES AND ENVIRONMENT COMMITTEE**

#### **TERMS OF REFERENCE**

The Committee shall be named: **THE AMENITIES AND ENVIRONMENT COMMITTEE.**

Membership of the Committee shall be 8 members plus the Mayor/Chairperson of the Town Council

The Committee shall meet every month and the minutes of the meeting will be approved by Full Council

#### **TERMS OF REFERENCE**

- To exercise all functions of the Council in respect of open spaces, recreation grounds, play areas, village greens, allotments, public rights of way, burial ground and the cemetery, public conveniences, footway lighting, street furniture, environmental services, property in the ownership or control of the Council.
- To oversee the management of properties owned by Minehead Town Council including the proposed Community Building and offices.
- To purchase/lease and maintain such vehicles and equipment as may be required to carry out the Council's duties in connection with the facilities under the control of the Committee.
- To monitor all matters relating to leases and bye-laws in connection with the facilities under the control of the Committee.

- To consider matters relating to the acquisition of land or buildings for recreational, burial or related purposes and make recommendations to Full Council.
- To consider matters relating to environmental protection and enhancement.
- To work with other partnerships and other agencies to enhance and promote Minehead Town Council.
- To consider and respond to consultation documents when the appropriate scheduled Committee is not within the given timeframe to meet the deadline.
- To review and monitor the following budgets:

Summerland Road Offices, Minehead Cemetery, Allotments, Depot and Works, Recreation ground and playing fields, open spaces, public toilets, floral displays, Christmas lights, security cameras, entertainments.

To make recommendations to the Council in respect of all matters within the Committees Terms of Reference.

## **DELEGATED POWERS**

Authority to sign urgent cheques up to the value of £1,000.

Such delegated powers as may be conferred by the Council from time to time to deal with specific matters.