

## TAWSTOCK PARISH COUNCIL PARKS AND OPEN SPACE COMMITTEE TERMS OF REFERENCE

### 1. PURPOSE, AIMS AND OBJECTIVES

- i. The Parish Council has a long lease of the Tower View Recreation Area from North Devon District Council and owns Tudor Park
- ii. To oversee the delivery of the council's grounds maintenance contract and all issues relating to the Tower View Recreation Area and Tudor Park on behalf of the Parish Council to the benefit of the Parishioners of Tawstock Parish in accordance with the policies of the Parish Council.

### 2. CONSTITUTION AND POWERS

- i. The Committee shall comprise of 6 members of the Parish Council.
- ii. The quorum of the Committee shall be **three/four** members.
- iii. The Committee shall, at its first meeting, appoint a Chair; and Vice-Chair, if necessary.

### 3. FREQUENCY OF MEETINGS

The Committee will meet as and when required.

### 4. TERMS OF REFERENCE

- i. To prepare and recommend a grounds maintenance contract for consideration by the Parish Council that includes:
  - a) land owned/controlled by the Parish Council.
  - b) land not owned/controlled by the Parish Council but included in the current contract.
  - c) additional land not owned/controlled by the Parish Council considered for inclusion not in the current contract.
- ii. To oversee the delivery of the council's grounds maintenance contract on behalf of the Parish Council.
- iii. To consider all issues relating to the Tower View Recreation Area and Tudor Park.
- iv. To manage health and safety liabilities and to oversee the play areas, trees and open space inspections

### 5. REFERRED POWERS

- i. To prepare and recommend a grounds maintenance contract for consideration by the Parish Council.
- ii. Works in excess of £300 expenditure to be agreed by the Parish Council.
- iii. To manage the health and safety liabilities and to oversee the play areas, trees and open space inspections

## 6. DELEGATED POWERS

To determine all issues relating to the Tower View Recreation Area (including the play area) and Tudor Park in accordance with policies of the Parish Council and agree works of expenditure up to a maximum of £500.