

Alcester Town Council Community Facilities Committee Terms of Reference

Name	Community Facilities Committee		
Chairperson	To be elected annually	Facilitator	Committee Clerk
Membership	Elected annually by Full Council membership		
Frequency	Monthly	Duration	Approx. 1 hour
Purpose	<ul style="list-style-type: none"> ○ To provide a group which will be responsible for recreation, environment and open spaces facilities as well as community buildings under the control of Alcester Town Council. ○ To report to Full Council on all related matters. 		
Objectives	<ul style="list-style-type: none"> ○ To consider policies to improve recreation facilities, the environment and open spaces. ○ To oversee the town's allotments, play equipment, the cemetery, and trees and footpaths in Alcester Town Council's control. ○ To oversee, and act appropriately, on the use of litter and dog bins. ○ To provide and manage resources within the purview of the Committee. ○ To prepare an annual budget request to Full Council. 		
Related Meetings	<ul style="list-style-type: none"> ○ Full Alcester Council Meetings. ○ Council and Public Forums. ○ Other Town Council Committees. 		
Inputs	<ul style="list-style-type: none"> ○ Public Participation. ○ Minutes of last meeting. ○ Reports from Committee members. ○ Feedback from other groups. ○ Jubilee Centre Management Group. 		
Outputs	<ul style="list-style-type: none"> ○ Minutes of the meeting. ○ Items for consideration at Full Town Council meetings ○ Periodic review of work of the Committee. 		
Updated By	JR		
Date Reviewed and Agreed	18 th June 2019	Version	June 2019