# Terms of Reference – Recreation Committee.

Members shall comprise of five Parish Councillors who will be appointed each year at the Annual Parish Council meeting.

Quorum for the Recreation Committee shall be three members with one officer in attendance. The officer is the Parish Clerk who will minute the meetings.

The Chair and Vice Chair of the Recreation Committee shall be decided by the Chair of the Parish Council.

The Recreation Committee shall meet at least once a year and then as and when required.

The agenda is to be prepared by the Clerk in conjunction with the committee Chairman and will be displayed no later than three working days before the date of the meeting.

## Purpose.

1. Advise and make recommendations to the Parish Council on any matters relating to recreation.
2. Recommend to the Parish Council’s Finance Committee an appropriate budget provision for, the current and coming financial years, for items within the committees remit.
3. To consider and make decisions on any matter affecting recreation within the exception of items clearly excluded under section 2 below.
4. To exercise the powers delegated to the committee on behalf of the Parish Council as set out in section 2 below.
5. To actively organise and promote sporting and recreational ventures for the Parish, and to liaise with all relevant organisations as appropriate.
6. To consider ways to provide, improve and upgrade recreational open space facilities for the benefit of the Parish.

## Delegated Authority.

### For Decisions on Behalf of the Parish Council.

Concerning the detailed operation and management of the recreational ventures, but excludes final decisions on:

* Major improvements to the sites.

### To Incur expenditure on Behalf of the Parish Council.

On items of a routine and repetitive nature, which have already been accounted for within the agreed budget or were a previous minuted decision of the Council whilst being in accordance with the Financial Regulations. The Clerks emergency power for expenditure may be utilised in emergency situations of a maintenance or a Health and Safety nature.