

Amenities & Facilities Committee – Terms of Reference

Purpose:

To manage the town's physical assets, public spaces, and infrastructure under the council's control.

Functions:

- Oversee open spaces (e.g., allotments, recreation ground, planters, war memorial)
- Maintain public infrastructure (e.g., bus shelters, streetlights, public toilets)
- Manage facilities (e.g., car parks, cemetery, leisure centre, markets)
- Monitor usage, condition, and upkeep of community assets

Operations:

- May form working groups for projects (e.g. play area upgrades)
- Routine decisions made or delegated to Clerk
- Major projects or spending referred to Full Council
- Provide reports and updates to Full Council

Authority:

Can act on routine operational matters. Strategic or financial items require Council approval.

Quorum:

Three members

Meeting Frequency:

Monthly or bi-monthly