

Bar Hill Parish Council

Environment & Amenities Committee Terms of Reference

The committee is appointed by and is solely responsible to the Bar Hill Parish Council.

All members of the Committee will be elected Councillors.

The Committee will consist of no fewer than three elected Councillors including an elected chairman.

A quorum at the Committees meetings will consist of one third of the membership but no fewer than three elected members. Written minutes will be taken to record the committee's decision.

The Committee will be responsible for

- a) assisting with the preparation of the annual Environment & Amenities budgets with the RFO
- b) make a recommendation to full Council for these annual budgets when setting precept.

In addition the committee will have control of the Environment budget for expenditure subject to the provisions of the Council's Financial Regulations regarding limits of spending up to £2500.

Higher Value agenda items or those that the Committee choose to refer to the Full Council will be deferred to Full Council for approval.

The Environment and Agenda committee can vote to approve the spending of any amount in the event of an emergency.

Duties to Include:-

- **Environment**

Introduction and organisation of an annual tree management programme for the Parish

Assessment and prioritisation of residents' requests for tree and shrub thinning, pruning and removal etc.

Organisation and recommendation to full committee of the contractor for the village grass cutting contract. Monitor this work throughout the season.

Management of a rolling programmed review of the maintenance and appearance of common areas and effect plans for improvements where necessary. Special emphasis to be placed on the village green and the nature reserve.

Management, maintenance, and improvements as required of streams, ditches and watercourses that the PC had responsibility for.

Monitor and ensure other agencies, eg. County Council, South Cambs District Council, Anglian Water, provide a good service in maintaining areas for which they are responsible. Work with these and other agencies to maintain and improve the flood defences of the village.

- **Car Parking and Street Parking**
Monitor and makes recommendations regarding the parking of vehicles on Parish Council land.

- **Litter**
Identify and maintain dog and litter bins for which the Parish Council has responsibility.
Monitor and ensure cleanliness in the village by:
 - Provision of new/replacement dog and litter bins
 - All bins are emptied regularly by contractors (SCDC)
 - Regular street sweeping by agencies

- **Play Areas and Equipment, including skatepark**
Provide and maintain play areas and equipment
Arrange for weekly and annual inspections

- **Street Furniture, Bus Shelters**
Provide and maintain benches, bus shelters, notice boards etc for which the Parish Council has responsibility.

- **Street Lighting**
Ensure maintenance of street lighting for which the Parish Council has jurisdiction
Monitor and report inadequate street lighting provided by other agencies eg. County Council/Balfour Beatty.

- **Property**
Maintenance of building

Revised March 2023 Adopted April 2023