

Moretonhampstead Parish Council
Open Spaces Committee
Terms of Reference
May 2021

Status	The Open Spaces Committee reports and makes recommendations to the full Council
Purpose	<ol style="list-style-type: none"> 1. To ensure the Council's areas of responsibility are maintained and cared for. 2. To ensure the County and District areas of responsibility are carried out. 3. To consider any other issues/matter which may affect the upkeep of the parish.
Objectives	<p>The maintenance of:</p> <ul style="list-style-type: none"> • St Andrew's Churchyard • Allotments • The Sentry • The Play Area • The Henge • The Pound • The War Memorial • Geneva Island • Wheelwright's wheel • The Dancing Tree • Benches and bins in the parish • Bird sculptures around the town • Bus shelter • Other general maintenance requirements agreed by the Council
Full Membership	<ol style="list-style-type: none"> 1. 6 Councillors (including the Chair and Vice-Chair) 2. A quorum will be at least 3 members
Associate Membership	Occasional attendees at the discretion of the Open Spaces Committee but without voting rights
Meetings and Procedures	<ol style="list-style-type: none"> 1. Matters arising will usually be dealt with via email and telephone. 2. The Chairman may request the committee to meet to discuss specific issues, adequate notice will be given to members. 3. Members can request a meeting via the Chair or Clerk. 4. Matters arising will be reported to the full Council by the Chair or Clerk. 5. Financial matters will be referred to the Finance and Policy Committee.
Review	Annually – May 2022
Created by	Cllr Paul Dodd