

Overton Community Council

Terms of reference Playingfield Committee

Membership: 6 members of the council (and shall meet 4 times a year).

Purpose of the committee

The Playingfield Committee will be responsible for all matters relating to council playingfield, millennium meadow and football pavilion/car park

Aims and objectives

The role of the Committee is to monitor and report to full council on issues relating to:

- Overall condition of the Playingfield and equipment
- Carry out weekly playground equipment visual inspections
- Consider all matters referred to it by the Council
- Make recommendations to Council for approval

The Committee will have specific responsibility for all matters relating to:

- Ensure the Playingfield is maintained to an acceptable level of cleanliness and repair
- Ensure, at Playingfield Committee Meetings, that an internal and external inspection of the football pavilion is carried out (with prior notice given to the football club)
- Carry out a visual check of the trees in the Millennium Meadow and report any maintenance work to either the Clerk, if urgent, or to Council.
- To review and ensure appropriate action following annual RoSPA inspection

Quorum

A minimum number of three Committee members is required for decision-making purposes.

Reporting and accountability

The group will be a committee of the Council and as such will refer any matters to the council that are deemed significant enough to require full council consideration or approval.

Review arrangements

The committee will be a standing committee of the council. The appointment of the committee will be considered at the Annual Council Meeting who may decide to alter or dissolve the committee as required.