

LOCAL AMENITIES COMMITTEE

1. The Committee, a standing committee of the Council, shall comprise Councillors (normally 7) elected at the Annual Council Meeting plus, ex officio, the Mayor and Deputy Mayor.
2. The Committee will meet monthly except for the months of August and December. Additional meetings may be called if required.
3. A quorum of the Committee shall be 50% of the members (Standing Order 36).
4. The business of Committee meetings shall be conducted in accordance with the published agenda. Items of an urgent nature (whose subject is covered under paragraph 9 below) but which are not on the agenda may be admitted at the discretion of the Chairman, and by resolution of the Committee.
5. The business of any meeting will be minuted and reported to the Council for ratification.
6. Estimates of expenditure for any financial year shall be agreed by the Committee and submitted in writing to the Clerk in accordance with Standing Order 44. This estimate should include the cost of any item known to require replacement in the FY and should specify whether monies have previously been put aside for this replacement (see 7 below).
7. Concurrent with the submission of its annual estimates of expenditure, the Committee shall recommend to the Council any provision that should be set aside for the eventual replacement of capital items.
8. The Committee may resolve expenditure for approved budget items and, up to a limit of £500, for any single unbudgeted item without further reference to the Council provided that such expenditure does not cause the approved budget to be exceeded. Recommended expenditure in excess of this limit shall be minuted and will be ratified by the Council with the minutes. In an emergency, and in consultation with the Clerk and the Chairman of the Finance and Development Committee, the Chairman or Vice Chairman may authorise payments, such payments to be subsequently ratified by the committee.
9. The Committee shall be responsible for:
 - a) Planning issues including the Local Plan, scrutiny of planning applications and matters pertaining to the regeneration of the parish, liaising with other bodies and providing advice to the Council where necessary.
 - b) The staffing and operation of the Information Centre.

- c) All aspects of tourism within the parish including the production and maintenance of lists of events, facilities etc and liaison with other bodies concerned with the tourist trade.
 - d) Public Relations and Publicity.
 - e) The maintenance of designated footpaths and Rights of Way within the parish.
 - f) Investigation, liaison and advice on traffic related issues.
 - g) The selection of Street Names from a list made by the Council.
 - h) Requesting the Council to add more names to the list of Street Names when this list becomes depleted and, periodically, to review the list.
 - i) Advice/liaison on all aspects of the street scene (bus stops, signs, car parks etc).
 - j) Liaising with other bodies concerning the control of pests and vermin, including seagulls, when such matters are brought to the notice of the Council.
 - k) Liaising with other bodies concerned with matters affecting: Health, Recreation, Education, Issues concerning youth and the elderly, Disability and the Natural environment of the parish.
 - l) The Planning, organisation and delivery of events.
 - m) The allocation, running and upkeep of the allotments.
 - n) The organisation of a bi-annual meeting with allotment holders.
 - o) The upkeep of Thorn Park and the facilities therein.
 - p) The running and upkeep of Rapson's Field and the facilities therein.
 - q) The provision and maintenance of street furniture (seats, notice boards etc.) for which the Council is responsible.
10. The Committee may wish to nominate specific members or sub-committees to take the lead on particular items of its remit where this would be advantageous due to specialised knowledge, particular interest, etc.