

LEISURE AREAS COMMITTEE

Terms of Reference

Purpose

To effectively manage and enhance leisure facilities, sports opportunities, play areas, and open spaces for the benefit of the community while ensuring compliance with environmental regulations and promoting public safety.

Responsibilities

To discharge the functions of the Council in terms of leisure and sports facilities, play facilities, and open spaces, including –

- Recommending the budget for leisure, sport, play and open spaces to the Council.
- The acquisition and disposal of land for leisure, sport, play and open space purposes.
- The management of land in the Council's ownership acquired for leisure, sport, play and open space purposes, including the making of byelaws.
- Ensuring the safety of land and equipment for use by the public.
- Deliver an Environment Strategy and Bio -Diversity Duty (Statutory requirement).

There may be occasions when the establishment of a task and finish working group will be required to focus on a specific piece of work.

Delegation

None.

Oversees full Budget for 2024-25

Play parks - £4,500.00

Open Spaces - £8,000.00

Total £12,500.00

Membership

Chair	Jon Land	Member
Vice-Chair	Claire Sproats	Member
	Joan Cole	Member
	Michelle Collins	Member
	Ray Dykstra	Member
	Dan Fabb	Member
	Jon Land	Member
	Sheila Withams	Member
	Angela Wyatt	Member
	Jo Twiselton	Co-opt Member
Staff	Emmeline Coverdale	Clerk
	Laura Moore	Asst. Clerk

Member definition – 'Member' must be a serving member of the Parish Council

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Membership is reviewed at Warboys Parish Council Annual General Meeting in May.

Quorate

Four members must be present to form a quorum.

Frequency

Meetings are scheduled twice annually; June & November

Recording of decisions

Decisions will be recorded by the Clerk / Assistant Clerk, stored electronically.

Reporting of project progress

Members to be nominated to report meeting decisions to 1st full council following any meeting of the committee.

Agenda Circulation

Agenda to be circulated 6 days before the scheduled meeting and posted on the Parish Notice Boards.

Confidentiality

Members of this committee are expected to keep Council matters confidential as per standing order; 11 (d) Councillors, staff, the Council's contractors, and agents shall not disclose confidential information or personal data without legal justification.

Code of Conduct

(as per the Council's approved policy)

Signatories attached:

LEISURE AREAS COMMITTEE

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I agree to unite and participate to fulfil the purpose of the Leisure Areas Committee and adhere to its Terms of Reference, dated: 15/07/2024

Name	Role
	Chair
	Vice- Chair
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member
	Member

There will be no tolerance for abuse, the use of derogatory remarks, personal insults, threats or any form of discrimination.