



STOKE MANDEVILLE PARISH COUNCIL

ENVIRONMENT COMMITTEE

TERMS OF REFERENCE

The Environment Committee is appointed by and responsible to Stoke Mandeville Parish Council. The Committee's duties are defined and agreed by the Council who may vote, at any time, to modify the Committee's powers.

Responsibilities

The Committee's responsibilities are to consider and make recommendations to the Council on all matters relating to the following, including the impact of HS2:

- a) the Council's street furniture (street lights, benches, litter bins, dog bins, notice boards)
- b) the maintenance of the allotments, the Swallow Lane burial ground and the old church site
- c) footpaths and rights of way within the parish
- d) car parking, traffic and road safety in the parish
- e) the maintenance of trees on the Council's land
- f) green spaces in the parish
- g) other environment matters, including public transport within the parish

Delegated powers

The Committee makes recommendations to the Council regarding the matters in debates. The Committee is however given full delegated power with regards to the following activities;

- a) To approve inscriptions for memorial stones/tablets to be placed in burial ground
- b) To approve applications for memorial tablets to be placed in the burial ground where no interment has taken place
- c) To agree the eviction of a tenant from the allotments where the allotment agreement had been contravened

Membership

The membership of the committee will be reviewed at the Annual Council Meeting but will consist of no less than four and no more than eight Councillors. A quorum at the Committee shall consist of three or more Councillors. The Chairman of the Council will be an ex officio member of the Committee with full voting rights.

The Council has co-opted two members of the public to the Environment Committee membership.

The membership of the committee at 13th May 2014 is:

- Councillor J Hunt
- Councillor D Kennedy
- Councillor M Rogers
- Councillor D Starr
- Councillor P Wood
- Co-opted committee members - Mr J Reed and Mr R Jones

Meetings

- The Committee will meet bi-monthly.
- Meeting dates for a year will be agreed by the committee in advance.
- The Committee will elect a Chairman for the year at the first meeting after the Annual Council Meeting. In the absence of the Committee Chairman, the first order of business will be to nominate a Chairman to preside at the meeting.
- Committee meetings will be minuted by the Clerk of the Council.
- Committee members are expected to abide by Stoke Mandeville Parish Council's Code of Conduct at all times.

May 2014