

Normandy Parish Council

Serving Our Community through working in Partnership

ESTATES AND FACILITIES COMMITTEE

Terms of reference

Purpose of committee

Overall responsibility for buildings, landholdings and equipment belonging to the Parish Council.

Terms of reference

- (a) To ensure the council meets its statutory duties and conducts appropriate regulatory checks of the areas under the control of the committee.
- (b) To review and improve operational management of the areas under the control of the committee, including overseeing contractual arrangements.
- (c) To consider and agree an appropriate charging structure for the use of council facilities under the control of the committee.
- (d) To identify improvements to existing facilities or consider new facilities to meet the needs of the local population.
- (e) To work with partner authorities and agencies on areas of mutual benefit within the areas of responsibility of the committee.
- (f) To engage with and encourage the use of volunteers to support the work of the committee.

Delegated authority

- (a) To act on behalf of the council in all matters contained within the agreed terms of reference.
- (b) To authorise expenditure within the agreed budget assigned to the committee.
- (c) To appoint sub-committees and/or working groups for specific purposes as required and determine their terms of reference.

Quorum

The quorum of the committee for any meeting shall be three councillors.