

ALVINGTON PARISH COUNCIL

PLAYING FIELD COMMITTEE – REVISED TERMS OF REFERENCE

Members:

- Cllr. Paul Smooker (ex-officio as vice chairman of the parish council)
- Steve Humphries (local resident)
- John Rogers (local resident)
- Pete Rogers (local resident)
- Philip Johnson (local resident)
- Alan Luke (Alvington & Woolaston Cricket Club)
- Nicholas Powell (Alvington & Woolaston Cricket Club)
- Alison Taylor (Dog training club)

Committee membership will be confirmed each May at the annual meeting of Alvington parish council. All local councillors and residents are welcome to attend committee meetings and to speak, but can take no part in any committee decision.

Goals:

1. To administer the playing field for the benefit of local residents
2. To liaise with Alvington parish council over grass cutting and other expenditure
3. To advise the parish council on insurance cover
4. To ensure all health and safety concerns are properly addressed
5. To draw up agreements with sports clubs for use of the playing field
6. To maintain a calendar of sports fixtures and special events
7. To advise the parish council on proposals for future developments

Deliverables

- Three committee meetings per year (nominally April, July and September), publicised in advance
- Agreements with local sports clubs
- Calendar of special events including sports fixtures
- Annual report to the parish council

Scope / Jurisdiction

The scope of the committee covers any matters relevant to Alvington playing field. The committee has no powers to dispose of any part of the site, which remains in public ownership through Alvington parish council.

Funding

Income and expenditure are managed by the full parish council, but the parish clerk in conjunction with the chairman of the playing field committee has the power to commit maintenance expenditure up to £250 per item within the annual budget set for the playing field by the parish council. The committee chairman can discuss such proposals with the clerk at any time, who will prepare the appropriate documents.

Guidance from the Parish Council

Committee recommendations are reported to the parish council for approval. Individual councillors may share their views with the committee, by email or by telephone, or in person at committee meetings.

Governance

Decisions are reached by consensus.

Additional Notes

The committee's work will be reviewed each May at the annual meeting of Alvington Parish Council, who retain under their standing orders the power to dissolve the committee should it no longer serve its intended purpose.

The committee has set up a sub-committee to discuss the future development of the playing fields with local residents:

- Chris Shill
- Nicholas Powell
- Alison Taylor
- Emma Fox
- Gillian Morse-Evans
- Jennifer Newman

March 2016