

DRAFT

BLEADON PARISH COUNCIL

Terms of Reference – Open Spaces Committee

1. TERMS OF REFERENCE

1.1 To make recommendations to Bleadon Parish Council on all matters relating to its Open Spaces policies and activities.

2. OBJECTIVE

2.1 To safeguard, maintain and, where possible, enhance the Open Spaces in Bleadon within the Parish Council's control.

3 MANAGEMENT AND MAINTENANCE: The OS Committee will:

3.1 advise the Council as to its financial and economic policies that impinge on Open Spaces subject matters and deal with the allocation and control of its asset resources;

3.2 consider costings for current and future projects in order to assist in the Council in its precept requirements;

3.3 regularly monitor reports of income and expenditure against the approved budget;

3.4 annually review fees and charges and make any recommendations to Council as part of the budget setting process;

3.5 review regularly the Council's Asset Register and Insurance arrangements with regards to Open Spaces;

3.6 undertake regular reviews of the Council's Risk Assessment with regard to the Council's Assets and Employees;

3.7 review annually its terms of reference;

3.8 carry out consultation processes as required;

3.9 make recommendations regarding staffing / contractor requirements; and

3.10 prepare / review health and safety policies relating to Open Spaces Matters.