

GNOSALL PARISH COUNCIL

Open Spaces Committee Terms of Reference

Membership

The Committee shall consist of up to 8 Councillors, excluding ex officio members. The Chairman and Vice-Chairman shall be ex officio members of the Committee. Non-councillors may be co-opted (not to exceed the number of members minus 1).

Meetings

The Open Spaces Committee will meet quarterly.

Quorum

Minimum of 3, or one-third of the membership of the Committee.

Principal Objectives

To manage and enhance the open spaces and any other land owned or managed by the Parish Council. This includes:

- The Acres - including the allotments, play areas, access facilities and wetland site of biological importance (watercourses, pools, meadow and fence) on Brookhouse Road.
- The Village Green on Brookhouse Road.
- The Chippy Jumps, just off Station Road.
- The Burial Ground on Stafford Road.
- The Wold, between Greenfields and The Flashes.

Other miscellaneous locations and features include the Lock-up, bus shelters, notice boards, benches and any other street furniture which is or becomes the property, or the responsibility, of the Parish Council.

Duties and Functions

To fulfil the principal objectives:

- (a) Ensure a safe environment is maintained for all visitors and user groups.
- (b) Maintain effective ongoing stakeholder liaison, including - Gnosall Allotment and Garden Association, Severn Trent Water, Staffordshire County Council, Environment Agency, Western Power, Stafford Borough Council and the wider local community.
- (c) Ensure external funding opportunities are utilised to fulfil objectives.
- (d) Work to agreed work programmes or any management briefs/plans.

- (e) Maintain and enhance opportunities for public access, learning and enjoyment.
- (f) Maximise opportunities for biodiversity and sustainable management.

Delegated Powers and Authority

The Committee will have delegated authority to:-

- (a) Manage all contracts for work in connection with the specified areas.
- (b) Allocate tenancies of the allotments.

Finance

- (a) The Committee shall prepare the annual estimates for the Open Spaces and submit them to the Resources Committee in time for its budget meeting.
- (b) The Committee shall obtain detailed costings and place contracts for work included in the budget approved by Council, in accordance with the Council's financial regulations.
- (c) Any proposals for the following:-
 - (i) expenditure outside the budget, or
 - (ii) changes in the rentsshall be submitted to Council.