

ITEM 10

APPOINTMENT OF COMMITTEES & SUB COMMITTEES

Committee	Area of Responsibility	Area of Interest	Councillors	Meetings
Cemetery	<ul style="list-style-type: none"> • Cemetery • Extension to burial ground 		To be appointed at meeting 1	Quarterly Wednesday
Community	<ul style="list-style-type: none"> • Allotments • Bus shelters • Christmas lighting and Tree • Floral displays (<i>incl. hanging baskets and planters</i>) • Grass cutting (<i>excl. Memorial Field</i>) • Land Hire (<i>incl. playing fields</i>) for the use of the community • New Year fireworks • Over 70s voucher scheme • Public access defibrillators • Seats, commemorative seats and plaques (<i>excl. Memorial Field</i>) • Signage (<i>as appropriate</i>) and noticeboards (<i>incl. the rotunda</i>) • Town Bowling Green • War Memorial • Winter gritting 	<ul style="list-style-type: none"> • Christmas Festival • Remembrance Day Service & wreath-laying 	To be appointed at meeting 1	Tuesday Bi-monthly

Committee	Area of Responsibility	Area of Interest	Councillors	Meetings
Environment	<ul style="list-style-type: none"> • Public Rights of Way (<i>incl. disabled access</i>) • Programmes of Walks • Open spaces • Trees- planting and care • Hob Hey Wood • Memorial Field 	<ul style="list-style-type: none"> • Overview, and liaise with CWAC: • Footpaths • Bridleways • Road used as Public Path • Byways open to all Traffic • Restricted Byways • Permissive Paths 	To be appointed at meeting 1	Tuesday Bi-monthly
Events	<ul style="list-style-type: none"> • Town Meetings • Festival of Walks • Remembrance Service • Christmas Festival • New Year's Eve Celebration 		To be appointed at meeting 1	
Planning	<ul style="list-style-type: none"> • Assess planning applications • Submit comments to Planning Authority 		To be appointed at meeting 1	Monthly and as required
Policy and Process	<ul style="list-style-type: none"> • Operational Matters • FTC Finances • Grants • Land & Property- buy/sell/lease • Staff management • Councillors' Training • Freedom of Information Act • Councillors' Code of Conduct 		To be appointed at meeting 1	Monday Bi-monthly
Staffing sub Committee (of P&P)	<ul style="list-style-type: none"> • Appropriate staffing levels • Review pay and conditions (NJC) • Consider staffing policies • Complaints, disciplinary & grievance procedures • Carry out annual appraisal of the Town Clerk 		To be appointed at meeting 1	October and April