

AGENDA ITEM 31 – P&P 19-08-2019

Committee Working Group

Notes and recommendations from the meeting held on Wednesday 7th August at 3pm

Attended by: M Poulton, J Critchley, D Critchley, F Pennington and J O'Donoghue (Town Clerk)

Written input from: D Mostyn-Jones, B Wade

Background: There are currently 35 committee meetings scheduled to May 2020. 3 additional extra meetings have been held to date with another 2 scheduled to take place before the end of September.

When the ground floor of the office has been let to a single tenant FTC will lose the free use of the meeting rooms downstairs and the income which is associated with letting the rooms for meetings. FTC will then need to look for alternative venues for meetings at an average cost of £12/hour. Any venue would need to be accessible for members of the public to attend. On a bald part figure this would represent in the region of £1,000 for room hire plus £8,412/yr rent and rates which FTC already pay.

The Town Clerk recommended a reduction in the number of committees. This will also necessitate a revision of the budget settings and headings which will need to be completed by the suppliers of the software.

Recommendations

Remove from Community Committee and Events Committee:

- bus shelters - *as responsibility is being transferred to CWaC*
- traffic speed monitoring - *as this is a matter for the Police/CWaC and is regularly reported on to full Council by the PCSO*
- hire of FTC land (community centre field etc). *Revert to Town Clerk who will consult councillors by email before agreeing any hire arrangements*

Reallocate the following items from the Community Committee to:-

- **Policy & Process Committee** – *to continue to meet once every two months on the dates previously agreed*
 1. Over 70s vouchers
 2. Winter Gritting Scheme
- **Cemetery Committee** – *to continue to meet once every three months on the dates previously agreed*
 1. Allotments
 2. War Memorial
 3. Memorial Gates
- **Events Committee** - *to continue to meet once every two months on the dates previously agreed*
 1. Signage, notice boards and the rotunda
 2. Christmas Lights
 3. Christmas Tree

Ammenity Committee

Merge community and environment committees to form a new streamlined **Amenities Committee** –
to meet once every 2 months on the dates currently agreed for the Community Committee

Responsible for:

1. Floral displays (including hanging baskets and planters)
2. Grass cutting
3. Public access defibrillators
4. Seats, commemorative seats and commemorative plaques;
5. Town bowling green;
6. Public Rights of Way; footpaths, bridle ways, RUPPs (road used as public path), BOATS (byway open to all traffic), restricted byways and permissive paths
7. Hob Hey Wood
8. The Memorial Field
9. Crowmere
10. Community Orchards,
11. Manley Road Copse,
12. Marshlands
13. Marl Pits and Play Areas
14. Service Level Agreement for grass cutting and hedge cutting.

Staffing Sub-Committee

To remain a Sub-Committee of P&P and only to meet as and when appropriate when there is a relevant staffing issue

Planning Committee

To consider:

- is it necessary to continue to meet so frequently, or should it revert to the previous system where FTC only considers major/contentious planning applications e.g. a major development or fracking?
 - or**
 - should it become a Sub- Committee of the Amenities Committee?
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