

## 1 Objectives

- 1.1 To provide and maintain local amenities in an efficient & cost-effective manner.
- 1.2 To promote health & safety of the people through co-operation with FTC partners.
- 1.3 To co-operate with FTC partners regarding road traffic & related issues.
- 1.4 To monitor and maintain; public rights of way in Frodsham, marshlands, Memorial Field, Crowmere & Manley Road Copse; Community Orchards; Hob Hey Wood; Tarvin Road Burial Ground; Town Clock; play areas and allotment sites to ensure preservation for future generations.
- 1.5 To enhance the town's environment through maintenance and improvement of FTC's open spaces and the planting and care of trees.

## 2 Composition

- 2.1 Membership: Committee will consist of up to 8 councillors appointed at the Annual Town Council Meeting.
- 2.2 Chairmanship: The committee will elect a chair from its members at its first meeting each year following the Annual Town Council Meeting.
- 2.3 Meetings: The committee will produce a schedule of meetings at the first meeting after the Annual Town Council Meeting. The committee may call extra ordinary meetings as necessary.
- 2.4 Voting: Only councillors who are members of the committee will have a vote.
- 2.5 The Quorum for a meeting will be a minimum of 3 councillors.
- 2.6 The Councillors Code of Conduct will apply to all members of the committee.
- 2.7 The conduct of meetings (declaration of interests, debate, voting etc) will be governed by the council's standing orders.

## 3 Rights & Powers

- 3.1 The committee may spend monies subject to the following limitations:
  - extent of the committee's budget
  - amount of expenditure on any single transaction as per spending limits.

- 3.2 The committee may make recommendations to the council for consideration and approval.
- 3.3 The committee may appoint working groups for a specified purpose with the approval of Council. Such groups will be task and finish groups and will operate under terms of reference agreed by the committee

#### 4 Responsibilities

- 4.1 To monitor and manage the approved Amenities Committee budget (Appendix A), approved Tarvin Road Burial Ground budget (Appendix B) and approved allotment budget (Appendix C).
- 4.2 The committee is responsible for the production of written estimates of proposed expenditure by the committee for the next financial year for submission to FTC for approval no later than the council's meeting in November of the current year.
- 4.3 To manage all aspects of Hob Hey Wood, Memorial Field, Crowmere, Community Orchards, Manley Road Copse, Marshlands, marl pits, play areas, Tarvin Road Burial Ground and allotment sites.
- 4.4 To manage the winter gritting scheme.
- 4.5 The committee's remit extends to the provision and maintenance of the following facilities and services: floral displays (including hanging baskets and planters), public access defibrillators, seats, commemorative seats and commemorative plaques; town bowling green.
- 4.6 The Committee is responsible for monitoring the Service Level Agreements for grounds maintenance and Town Clock.

#### APPENDIX A

#### AMENITIES COMMITTEE BUDGET 2023-2024

170	Amenities Committee Expenditure	
2021	Grounds maintenance SLA (NTC)	£ 36,000.00
4514	Winter gritting scheme	£ 1,000.00
4516	War memorial maintenance	£ 1,000.00
4517	CCTV provision (CWAC contract)	£ 4,750.00
4803	Play area repairs (general)	£ 10,000.00
4804	Tree works	£ 3,000.00
4805	Hob Hey Wood	£ 2,000.00
4806	Defibrillator maintenance	£ 1,000.00
4809	Playground rent	£ 1,100.00
4811	Street furniture	£ 1,000.00
4812	Replacement Christmas bulbs (street)	£ 1,000.00
4813	Additional grounds maintenance	£ 2,000.00
4814	Manley Road copse	£ 1,000.00
4815	Marshlands	£ 2,000.00
5000	RoSPA (Annual Report)	£ 350.00

5050	Active Travel Development Fund	£ 30,000.00
5060	Climate action	£ 10,000.00
5070	Churchfields safety flooring	£ 17,000.00
5071	Accessible play equipment	£ 10,000.00
8000	Town clock	£ 5,000.00
	<b>Amenities Committee total budget</b>	<b>£ 139,200.00</b>

**APPENDIX B  
CEMETERY BUDGET 2023-2024**

<b>130</b>	<b>Cemetery</b>	
	<b>Income</b>	
1300	Burial fees	£ 20,500.00
1301	Memorial fees	£ 1,200.00
	<b>CEMETERY TOTAL INCOME</b>	<b>£ 21,700.00</b>
	<b>Expenditure</b>	
4210	IT (Edge)	£ 500.00
4250	Rates	£ 1,490.00
4320	Maintenance	£ 1,200.00
4550	Plaques & memorials	£ 500.00
4560	Waste removal	£ 1,080.00
4600	Utilities	£ 1,200.00
4990	Sundries	£ -
	<b>CEMETERY TOTAL BUDGET</b>	<b>£ 5,970.00</b>

**APPENDIX C  
ALLOTMENT BUDGET 2023-2024**

<b>135</b>	<b>Allotments budget</b>	
	<b>Income</b>	
1410	Rent	£ 1,300.00
	<b>ALLOTMENT TOTAL INCOME</b>	<b>£ 1,300.00</b>
	<b>Expenditure</b>	
4140	Subscriptions & memberships	£ -
4250	Rates & water	£ -
4320	Maintenance	£ 300.00
4600	Utilities	£ -
	<b>Allotment total budget</b>	<b>£ 300.00</b>

**COMMITTEE MEMBERSHIP 2023 – 2024**

Cllr Hayes (Chair), Cllr Lofts (Vice Chair), Cllr J Critchley, Cllr Eakin, Cllr Holman, Cllr Lowrie, Cllr Moorcroft, Cllr Sumner

**COMMITTEE CLERK 2023 – 2024**

Jo O'Donoghue (PSLCC)