

EUXTON PARISH COUNCIL

TERMS OF REFERENCE

ALL PURPOSES COMMITTEE

Responsibilities

The All Purposes Committee is a standing committee of the Council tasked with:

- Communications and promotions (such as newsletter, map, calendar etc)
- Road safety issues in the village and speed Indicator Device deployment around the village, information it provides
- Footpaths and Public Rights of Way (not footways – LCC), improvement, maintenance and provision
- Improve, maintain, provide and/or create flower displays in the village
- Street furniture such as wayside seats, maintenance, replacement or creation of new sites
- Equipment purchase and maintenance
- Grant applications
- Christmas arrangements and celebrations
- Council regalia, promotion activities (such as competition entries, appearances etc) and associated projects
- Equipment required for the Council to improve its business, either for its employees, the Council, assisting the public at meetings
- Any projects passed to this Committee from Full Council

Sub-Committees

- Footpaths Sub-Committee with a set of Terms of Reference

Objectives

- Continually review current provisions to ensure they are relevant and useful
- Sanction maintenance, repairs or replacement of items where necessary
- Develop new ideas or projects to present to Council if opportunities arise

Delegation and Finance

The All Purposes Committee has delegated responsibility, granted by Council, to achieve its responsibilities and objectives.

Therefore the Committee is empowered by Council, to deal directly with all relevant bodies at Borough, County and Regional levels, and with applicable granting or funding bodies, all appertaining to the Committee's responsibilities.

The All Purposes Committee is to prepare a budget proposal, for any major/new/additional projects which, in the Committee's opinion, should be referred to Full Council for consideration and approval at the Precept meeting - as per the Council's Standing Orders. This budget will include the requests of its sub-committees.

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The delegated budgets for the All Purposes Committee are:

Grants	Defibrillator projects
Christmas	Commemorative Events (eg. Coronation, etc)
Euxton Gala	All Purposes Committee budget
Speed Indicator Device/Road Safety	Gardens/Planting/Competitions
Pavement Sweeping Machine	ECO/Trees/Foot/Cycle
Communication Engagement (newsletters, annual reports, leaflets, calendar etc)	Heritage projects

Meeting Procedure

The All Purposes Committee will abide by the Council's agreed Standing Orders in relation to Committee's.

- The Chairman of the All Purposes Committee will instigate the meetings in liaison with the Clerk over matters which need to be considered
- Members of the All Purposes Committee will receive an agenda and papers for each meeting convened
- All other Councillors (and public) can view the Committee agenda and minutes on the website

Quorum and Membership

- The All Purposes Committee is to consist the recommended numbers set by Full Council
- A quorum for meetings shall be three
- Membership of the Committee is confirmed at the Annual Meeting of the Council (in May)
- If a resignation from a Committee will affect its ability to function (ie, membership drops below its minimum) the matter will go to a Full Council meeting for an additional member to be appointed to that Committee
- Additional Councillors can be added to the Committee on request, as maybe required due to newly co-opted Councillors

Standing Orders

Terms of Reference co-ordinate with the Council's current standing orders, section 4.