

## STALHAM TOWN COUNCIL

### LEISURE COMMITTEE

#### TERMS OF REFERENCE

##### **Membership**

Minimum of 5 Councillors plus non-voting co-opted non-councillors as agreed by the Committee.

##### **Quorum**

A quorum will be 3 full members

##### **Frequency of meetings**

Meetings to be held bi-monthly, where possible on the last Monday of the month and as agreed in the Meeting List as approved at the Annual Parish Council Meeting.

##### **Delegated Planning powers:**

To make representations to the Local Planning Authority on any application referred to the parish council and on any other planning matter that affects the parish. All members of the Town Council can attend the Committee and vote on any planning matters.

##### **Delegated budget and spending**

To make recommendation to the council on the annual Leisure Committee budget  
To authorise spending from agreed committee budget under £500 per individual spend.

To recommend to the council expenditure above £500

##### **Objectives**

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **recreation ground** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **play areas** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **pond** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **staithe** function

To consider any other matters referred to it by the Town Council and make recommendations regarding these to the council.

Approved at Stalham Town Council Meeting 09.01.2017 Minute Ref: 432b.  
Review Date May 2018 Reviewed and amended at Stalham Town Council Meeting 8.07.19 Minute Ref:67c Amended at Stalham Town Council meeting 11.10.19 Minute ref.

To receive reports in respect of the **Poppy Centre**.

**Status**

This will form a Standing Committee of the Council. As such the Council will appoint the Chair of the Committee at the Annual Meeting of the Council.

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