

TABLE OF COMMITTEE REMITS AND AREAS OF RESPONSIBILITIES

Finance & Resources	Planning	Highways, Transport, Lighting	Amenities	Communications and Community Liaison
3 Meetings	Fortnightly	4 meetings	4 meetings	4 meetings
8 Members (including Chair, Vice Chair and Chair of Amenities, HTL and CCL)	7 Members plus 3 substitutes	8 Members plus 1 substitute	8 Members	8 Members
Standing Orders Insurance Accounts/Audit/Bank Precept Staffing: <ul style="list-style-type: none"> • recruitment • remuneration • annual reviews • terms & conditions, job descriptions and person specifications Disciplinary and grievance matters	To make recommendations on planning applications Respond to Licence applications Report breaches of planning control to WDC Review/respond to planning documents & consultations Consider footpath diversions	General appearance of village (<i>includes grass cutting, trees, hedges, floral displays, litter, recycling, graffiti, dog fouling, traffic, parking, calming/crossings, roads, footways, fingerposts, access</i>) Street furniture (seats, litter bins, bus stops/shelters, signs, streetlighting, village notice boards) Bus/train services Lighting Review/respond to highways documents & consultations	To maintain and develop all the Parish Council's amenities: <ul style="list-style-type: none"> • Jardin • War Memorial • Public conveniences • Sparrow's Green Recreation Ground • Round Oak Allotments 	To deal with all social media – Facebook, Instagram etc Response for Summer and Christmas newsletter Organise Annual Parish Meeting Articles for Focus Responsible for website & village notice boards. Emergency plan. To make recommendations regarding community issues and activities , (<i>including voluntary organisations, culture, sport, business, youth, education and other community-related activities.</i>) To receive presentations from community-based organisations