

# Wickham Parish Council

## Recreation Committee

Dear Committee Member

You are hereby summoned to a meeting of the above Committee to be held at Wickham Centre on Tuesday 6<sup>th</sup> June 2017 at 7.15pm. The business to be transacted at that meeting will be:

- 1 To receive apologies for absence**
- 2 To receive declarations of interest on agenda items**
- 3 To adjourn meeting to allow participation by members of the public**
- 4 To elect a vice-chairman / vice-chairmen for the ensuing year**
- 5 To review the terms of reference for this committee (see overleaf)**

### 5.1 Wickham

1. To review maintenance requirements for the recreation ground, football pitch, pavilion, tennis courts and play area, The Circle play area, all weather pitch, Community Centre play area and skatepark.
  - 1.1 Replacement overhead barrier to the recreation ground
  - 1.2 Stand alone disabled WC / store for the recreation ground
  - 1.3 Refurbishment proposals for pavilion
  - 1.4 Proposal for a major project to replace and refurbish the recreation ground play area
2. To receive update from Wickham Community Tennis Club (Chairman)
  - 2.1 Update on the installation of a club house, management plans (Clerk)

### 5.2 Knowle

1. To review maintenance requirements for adopted areas and receive reports of other work required: hall, football pitches, village green, skatepark, hard court, Greater Horseshoe Way, Victoria Mews, Consort Mews and Barbastelle Walk play areas.

- 6 To identify any unmanaged risks within this committee's remit**
- 7 Review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available**
- 8 Recent correspondence/ reports from meetings attended of relevance to this committee**

## Recreation Committee

### Terms of Reference adopted by Full Council 25<sup>th</sup> June 2007 Reviewed and amended March 2015

1. The Recreation Committee is constituted as a Standing Committee of the Parish Council. The Committee composition shall be **a minimum of** six Councillors as voting members, with three members constituting a quorum.
2. Minutes of all meetings are to be kept and forwarded to the Parish Clerk for circulation. The Committee may appoint sub-committees to investigate and report back on any aspect related to sport, recreation and ancillary subjects.
3. The Committee will administer all sports facilities in the Parish. In co-ordination with the Parish Clerk, it will ensure the economic maintenance and availability of all buildings, playing areas, pitches, courts, recreation play areas, amenity spaces and all maintenance equipment under the Parish Council's control.
4. Whilst remaining under the administration of the Clerk, the Committee will oversee the time receipts of sports revenues and the efficient availability and allocation of grounds to sports organisations
5. The Committee will make proposals, obtain approvals, implement and oversee the further development of all Play and Recreational Areas as requirement demands and funding permits.
6. The Committee will ensure that maximum advantage is taken of available grants for sport, play and recreation for which the Parish Council may be eligible and will encourage fund-raising activities in support of sports and recreational facilities.
7. The Committee will liaise with the appropriate departments of local authorities to ensure that maximum benefits are derived from co-operation with such bodies
8. All correspondence should be conducted through the Parish Clerk wherever possible.
9. The Committee is authorised to commit Parish Council Funds to a limit of £500 (Five Hundred Pounds) without formal Parish Council approval, provided this amount had been provided for in the Annual Precept