

ANSTON PARISH COUNCIL

TERMS OF REFERENCE

OPEN SPACES COMMITTEE

Membership and voting – 9 Members

(To be elected annually at the Annual Meeting of the Parish Council each year in May)

- At its first meeting following the Annual Meeting of the Parish Council, the Committee shall elect a chairman.
- The chairman will have an ordinary vote and a casting vote and may use the latter although it not compelled to do so.

Aims & Objectives

To oversee the management of the Anston Stones Wood Nature Reserve and Site of Special Scientific Interest (SSSI) and others area of open spaces under the control of the Parish Council.

Meetings

The Committee will meet at least four times a year. In addition, upon request of the Committee chairman, the Clerk will call additional meetings of the Committee as and when necessary. Members will be summoned to attend meetings which will be held in a public place and Public Notice of the meeting shall be given in accordance with Schedule 12, Para 10(2) of the Local Government Act 1972.

Quorum

The quorum of the Committee will be five members.

Documentation

Minutes of all meetings will be taken by the Clerk, circulated to all members of the Committee and approved by the next meeting of the Committee. They will also be circulated to all members of the Council for their information.

Accountability

The Open Spaces Committee has delegated powers to act on behalf of the full council in relation to the defined terms of reference only; any recommendations outside the Committee's terms of reference shall be made to the full council.

Delegated Authority

- To manage and preserve the Anston Stones Wood SSSI and Local Nature Reserve in accordance with the legal designations of the areas
- To oversee the implementation of the Anston Stones Wood Local Nature Reserve management plan
- To liaise with statutory agencies who have duties and responsibilities regarding SSSI's and Local Nature Reserves
- To oversee the management of any other open spaces under the control of the Parish Council
- To make spending decisions in relation to its delegated powers within the agreed budget of the Council

Review

The Open Spaces Committee's terms of reference are to be reviewed annually at the Annual Meeting of the Parish Council.

Adopted – 15th November 2021