



CALSTOCK PARISH COUNCIL

Terms of Reference - Recreation Committee

1. Members of the Recreation Committee will be those elected to the committee at the Annual Meeting of the council held in May of each year or at an ordinary meeting of the council.
2. Meetings of the Recreation Committee will be held at least twice a year.
3. Before November in each year the Recreation committee will be responsible for preparing a budget, for the following financial year, to maintain the recreation fields at Calstock, Gunnislake, Harrowbarrow and St Ann's Chapel, the allotments at Crow Lane and other areas of open space which are the responsibility of the council.
4. After the budget has been approved by the full council the Recreation Committee will have delegated authority to ensure that maintenance is carried out in accordance with the budget.
5. When preparing the annual budget the Recreation Committee will identify any items of capital expenditure required in relation the areas identified in 3 above.
6. The Recreation Committee will review its scale of fees and charges annually and make recommendations for amendment to the full council as appropriate.
7. The Recreation Committee will be responsible for preparing any regulations to be applied to the areas identified in 3 above to ensure their proper management and maintenance. Once approved by the full council the Recreation Committee will be responsible for ensuring these regulations are applied.
8. The Recreation Committee will be responsible for carrying out a risk assessment on the sites identified in 3 above and ensuring those risks which cannot be eliminated are properly monitored.

Signed Chairman

Date: 13 July 2021