



Ashurst Wood Parish Council

ASHURST WOOD PARISH COUNCIL

Public Services Committee Terms of Reference

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Objectives

The Public Services Committee is constituted to consider provision of or improvement to services, facilities and amenities for the benefit of the villagers of Ashurst Wood either directly, if within the Parish Council's powers, or through the services of another council, agency or organisation.

Where other councils, agencies and organisations provide services, facilities and amenities that have direct impact and relevance to the villagers of Ashurst Wood, the Public Services Committee will, as appropriate:

- seek to influence the initiation of new services, facilities and amenities
- monitor and seek improvements to the quality and scope of services, facilities and amenities
- provide appropriate responses to consultations about services, facilities and amenities

Membership

Membership shall consist of those members of the Full Council elected to serve on the committee at the Annual Meeting of the Ashurst Wood Parish Council. All members so elected are voting members of the Public Services Committee. Other persons may be invited by the committee to serve as co-opted non-voting members of the committee.

A Chairman is to be elected annually by the Committee at the first meeting after the Annual Meeting of the Ashurst Wood Parish Council and shall hold office until the next Annual Meeting of the Ashurst Wood Parish Council in accordance with Standing Orders. A Vice-Chairman may also be elected who also shall hold office until the next Annual Meeting of the Ashurst Wood Parish Council in accordance with Standing Orders.

Three elected members of the Public Services Committee will constitute a quorum. If the number of elected members present (not including those debarred by reason of a declared interest) falls below the quorum the meeting shall be adjourned and any business not transacted shall be transacted at the next meeting or on such other day as the Chairman may fix.

Areas of Responsibility

The Public Services Committee has delegated authority from Ashurst Wood Parish Council to deal within its objectives in matters concerning:

- Allotments
- Community safety (Police liaison and Local Action Team (LAT), Neighbourhood Watch)
- Emergency Planning
- Environment (waste recycling and energy conservation, litter and dog waste bins, SEERa, West Sussex waste strategy)
- Highways (other than projects dealt with by the Highways Working Party)
- Leisure Facilities (open spaces and amenities, footpaths and bridleways, mobile library)
- Public Transport (bus services, community transport)
- Any other matter as directed by the Full Council or arising from Handyman's reports

All powers shall be exercised in accordance with any Standing Orders, policy adopted, or directions given, by Ashurst Wood Parish Council. The Public Services Committee will, as appropriate, recommend actions for approval by the Full Council.

The Public Services Committee holds delegated financial authority for items that meet these objectives and do not individually exceed £2,000, within an annual budget determined by the Full Council. Items in excess of this amount shall be recommended to the Full Council for approval.

All power and duties of the Council in respect of any powers conferred on it from time to time remain with the Full Council of Ashurst Wood Parish Council. When directed by the Full Council, the Public Services Committee shall consider and report back on any changes to policy.