

**HOLT PARISH COUNCIL
VILLAGE FACILITIES COMMITTEE**

**Terms of reference
Revised August 2013
(Revised June 2018)**

**Cllr. Bob Mizen (Chair Person)
Cllr. Marsha Nicholson
Cllr Steve Siddall
Cllr. Becky Stevens (ex officio)**

Meetings: To be held as required, but ideally two weeks prior to a full Council meeting.

Responsibilities:

- **To agree and set a VR budget in time for annual precept.**
- **To monitor and maintain the Parish Council facilities including:**

The recreation ground, two children's play areas, all benches and seats (including all those owned by the Parish and situated elsewhere throughout the village) and the sports pavilion.

Dawes Pond and the stream from the Glove Factory to the bridge at Village Hall.

All village greens (including Maulton Close and little Parks), the shelter on Ham Green, The war memorial, its surrounding posts and verges. To liaise with Wiltshire Council regarding the cutting of all greens other than Ham Green.

All trees owned by the Parish including those on greens and recreation ground.

- **To ensure the regular cutting of the recreation field, its hedge alongside the main road and all village greens.**
- **Oversee terms, conditions and responsibilities of village caretaker.**

- **To receive concerns/complaints from parishioners and act appropriately.**
- **To commission, read and respond to an annual safety inspection of all play equipment in the recreation field.**
- **To liaise with the Bowls Club, soccer clubs and other users of the recreation field in matters relating to conditions of use, hire charges and rents.**
- **Not to publish any information without the prior agreement of the full Council.**
- **To accurately record month on month expenditure and approval of invoices for passing clerk for payment.**

Ends