

# **FARINGDON TOWN COUNCIL**

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Clerk: Sally Thurston



## **Facilities Committee**

### **Committee Membership**

**Members:** The Committee will consist of eight members including, ex officio, the Mayor and Deputy Mayor

**Quorum:** 3

### **Terms of Reference**

Adopted by Council: 17/5/23

1. The Committee will meet a minimum of five times per year.
2. The Committee will set an annual budget for consideration by the Finance and Audit Committee and monitor its financial performance against the budget previously agreed by the Council.
3. The Committee will be responsible for managing and maintaining the following venues
  - a. The Corn Exchange
  - b. The Pump House
4. The Committee will be responsible for setting fees and charges to maximize income whilst maintaining the venues as community facilities.
5. The Committee will be responsible for agreeing and reviewing terms and conditions of hire of the above venues.
6. The Committee will be responsible for managing and maintaining the following public open spaces
  - a. Oakwood Park
  - b. Town Park
  - c. Tucker Park play area
  - d. Portwell Pump and Seat Area
  - e. Allotments for which the Council is directly responsible – including setting fees and charges
  - f. All Saints closed churchyard
  - g. The Elms Tennis Court
  - h. The land adjacent to Willes Close
  - i. Clos Melois Boules Park
  - j. Town Council adopted bus shelters
  - k. Town Council adopted planters
  - l. Town Council adopted benches
7. The Committee will, in addition to the above responsibility, ensure that the children's play equipment located in Oakwood and Tucker Parks is maintained to a safe standard.
8. The Committee will ensure that the tools, machinery and vehicles available for staff use are insured and properly maintained.
9. The Committee will ensure all health and safety requirements are met.
10. The Committee will consider all matters referred to it by the Council and, where appropriate, will recommend suitable courses of action on these.
11. The Committee will consider any future proposals for the acquisition or disposal of open spaces and Venues within the parish of Great Faringdon and make recommendations to Council.
12. The committee has a duty to consider the long-term environmental impacts of its decisions and take steps to reduce FTC's carbon footprint and promote sustainability.