HAWARDEN COMMUNITY COUNCIL

CYNGOR CYMUNED PENARLAG

PLAY AREAS SUB-COMMITTEE (or PLAY AND RECREATION?)
DRAFT TERMS OF REFERENCE

1.	The **Play Areas Sub-Committee** is constituted as a Sub-Committee of Hawarden Community Council's Community Amenities Committee and is therefore subject to the Council's Standing Orders and Code of Conduct (which shall be renewed on an annual basis at the Council's Annual General Meeting (AGM) in May).
2.	The **Play Areas Sub-Committee** has no delegated powers to authorise expenditure but can scrutinise and consider proposals that fall within its remit for recommendation or consideration by the Community Amenities Committee and/or Council. Any discussions are "subject to the budget proposals and considerations reviewed at the beginning of the year during the budget setting process".
3.	The **Play Areas Sub-Committee** shall consist of 7 members of the Community Council as voting members, with at least three members of the committee constituting a quorum.
4.	The Chairman of the Committee will be elected during the first ordinary meeting of the council in June of the municipal year (following the AGM in May).
5.	There will be no vice-chairman; if the Chairman of the Committee is unable to attend any meeting, the Chairman of the Council shall automatically take the Chair. If he/she is not available, then the first item of business shall be to appoint a Chair.
6.	The **Play Areas Sub-Committee** shall meet as and when required but should meet at least once a year to review the play and recreation facilities so that any recommendations to Council can be included in time for the Council's budget setting meeting in January.
7.	The **Play Areas Sub-Committee** shall be administered and managed in accordance with these Terms of Reference.
8.	The **Play Areas Sub-Committee's** remit shall extend to the following areas: • Play areas • Open spaces • Street furniture updates/requests • Changes to national policy legislation that fall under the remit of this Sub-Committee

	• Consultation responses in relation to any matter falling under the jurisdiction of this Sub-Committee • Any informative 'Clerk and Financial Officer's Report' items that do not require formal approval or a council decision, unless they have been formally listed on the agenda for the meeting • Members information items that fall under the remit of this Committee • Tennis Courts

9th December 2020