



## CATSHILL AND NORTH MARLBROOK PARISH COUNCIL

### **Environment and Highways Committee Terms of Reference**

These Terms of Reference will comply with the Parish Council's Standing Orders as adopted April 2010.

#### **Committee Membership:**

The committee will comprise at least six voting members with, where possible, at least one representative from each of the three parish wards and including the Chairman of the Council and the Parish Paths Warden (PPW). If the PPW is not a parish councillor then he/she will be a non-voting member of the Committee.

#### **The Committee will make recommendations to the Parish Council as follows:**

- To request an annual budget allocation based on specific planned projects
- To identify sites for planting and environmental improvements
- To monitor and review the Parish Paths Agreement
- To consider ways of improving the highway network within the parish including traffic calming schemes
- To consider how to improve the safety of pedestrians and other road users
- To propose any environmental and/or highways improvement scheme it has considered to be in the best interests of the parish

#### **The Committee has delegated responsibilities as follows:**

- To act within the annually agreed budget and expenditure guidelines
- To regularly monitor and annually review the contract for the maintenance of the Ivy Gardens and War Memorial
- To assist the PPW in preparing a programme of work for maintaining and keeping clear Public Rights of Way within the parish
- To monitor any contract entered into by the Parish Council or the work of any contractor for the maintenance of the Public Rights of Way network within the parish
- To monitor street cleansing, public waste-bins and litter
- To monitor and annually review the litter-picker's contract
- To monitor and annually review the Parish Lengthsman scheme
- To consult the public and monitor public opinion on environmental and highways matters
- To consider and respond to consultation documents relating to environmental and highways issues
- To identify potholes and other outstanding maintenance to the highway network within the parish and refer to the Highways Authority
- To monitor the progress of matters referred to the Highways Authority
- To monitor the state of grass verges within the parish and refer action to preserve them if necessary to the Parish Council and the Highways Authority

Review dated 2010