

Terms of Reference for the Town and Community Committee 2018 – 2019

- i. The Town and Community Committee will consist of 9 members including the Mayor ex Officio.
- ii The Quorum for this Committee shall be 5 members.
- iii The Committee will consider all matters referred to by the Council and will make recommendations to Council for approval.
- iv The Committee will be able to spend up to the Budget, other requests will be forwarded to Finance, Management and Strategy Committee.
- v To monitor the financial performance of this Committee's budgets against estimates and to set a budget for consideration and approval by the Finance, Management and Strategy Committee each year.
- vi The Committee will be responsible for all spending relating to:
  - Annual Licenses
  - Partnership Liaison
  - Town Events
  - CCTV/Police/Crime
  - Tourism
  - Kings Arms Barn
  - Town Hall
  - Old Fire Station Gallery
  - HTC Asset Lists
  - 60+ Club
  - Youth Liaison
  - Twinning
  - Christmas Decorations
  - Events
  - Any other matters of a non strategic nature relating to the town and community
- vii The Committee will make recommendations to Council regarding policy and strategic matters relating to all of the above.
- viii The Committee is authorised to establish sub-committees and working groups, and to appoint advisers as and when necessary to assist in its work.

*NB in accordance with Standing Orders, the Chairman and Vice Chairman of the Town and Community Committee shall be members of every sub-committee appointed by it unless they signify that they do not wish to serve.*
- ix The Committee will receive and consider all reports and recommendations from every sub committee and working group it appoints.
- x The Committee will consider rents and fees for persons or groups using the facilities provided and make recommendations to the Finance, Management and Strategy Committee each year as part of the budget setting for implementation from 1 April.
- xi The Committee will exercise those delegated powers and duties as the Council directs relating to the Committee's functions as set out above.