FERNHURST PARISH COUNCIL

PROPERTY, HIGHWAYS &ENVIRONMENT COMMITTEE
TERMS OF REFERENCE

The Property, Highways & Environment Committee is a Standing Committee of the Parish Council and the Council's Standing Orders and Code of Conduct shall apply to this Committee and its members.

The Committee is responsible for the supervision of the provision and maintenance of the Parish Council's property and land holdings, Fernhurst village street lighting and the Crossfield car park Public Toilets as well as matters pertaining to Highways and Road Safety, Public Rights of Way, the War memorial, Youth and the Environment.

Membership

a) The membership of the committee is to be at least six Councillors and is set at the Annual Council Meeting in May of each year, or at a Full Council during the course of the year, if necessary.
b) The Chair of the Committee is elected at the Annual Council Meeting in May of each year or, if the position becomes vacant, at a following Full Council meeting.
c) The Vice Chair of the Committee for the year is to be elected at the first Committee meeting following the Annual Council Meeting.

Meetings

a) The Committee will meet quarterly, and at other times if deemed necessary by Full Council.
b) The quorum of the meetings is four members of the Committee.
c) The meetings are to be properly called and open to the public.
d) A Councillor who is not a Committee member may attend the meetings of the Committee, but does so as member of the public and shall not be entitled to vote.

Detailed Role. The Committee will perform the following tasks:

a) Verification of Council Assets in partnership with the Finance & Administration Committee
b) Overall monitoring of the Council provision of services in the Parish
c) Overall monitoring of the condition of the Council assets and the definition of any necessary repairs or replacements
d) Review of the condition of Public Toilets, contracts and inspections
e) Review of the War Memorial
f) All correspondence to be conducted through the Clerk

Adopted at Full Council Meeting on 15th July 2026