

STILTON PARISH COUNCIL

AMENITIES MANAGEMENT COMMITTEE

Sub-committee on Children's and Youth's Amenities

Terms of Reference

(agreed by the Committee on 7 January 2020)

1. The Working Group on Children's and Youth's Amenities has, to date, concerned itself with fund raising and scoping the possibilities for a children's playground for the under 12's. It is now timely for the focus to be on considering the best location for such a playground so that plans and grant funding can be explored in more detail. For this, a sub-committee is established to take over the responsibilities of the Working Group. This will provide better transparency and a more formal structure to this work.
2. **Main aim.** Whilst Members of the Sub-committee will continue to explore the various aspects of developing children's and youth's amenities, the Sub-committee is specifically charged with preparing a report for the Amenities Management Committee (AMC) exploring all possible options for a site for a playground area in the village. The report should identify advantages and problems associated with possible options and recommend an area or areas for consideration by the Parish Council. It is anticipated that the report will be the basis for Council's public consultation exercise to enable it to arrive at the best solution for the village.
3. **Membership.** The Sub-committee will consist of four Parish Councillors and six representatives from the village. It will be chaired by Cllr Darnell.
4. **Timetable of activities.** The Sub-Committee will convene soon after approval of its Terms of Reference to plan its work. It is expected to report to the AMC at its March meeting so that a final report on site locations can be submitted to the Parish Council in time for its April meeting.
5. **Meeting protocol:**
 - a) Meetings shall be called and minuted by the Working Group Chair; the Clerk may be asked to provide guidance on relevant regulations, procedures and reporting;
 - b) Agendas and minutes shall be posted on the web site and notice boards as for Parish Council and Committee meetings;
 - c) A quorum for meetings shall be four Members of whom at least 2 shall be Parish Council Members;
 - d) In accordance with Standing Orders, meetings shall be open to members of the public, who will be asked to speak/comment during the meeting at the appropriate time;
 - e) The Chair shall provide an update report to each AMC meeting;
 - f) The AMC and Parish Council will continue to review and adjust these Terms of Reference as considered necessary.