

## **Llangammarch Community Council**

### **Committee Terms of Reference & Delegated Powers**

All committees are re-appointed annually at the AGM

#### **Planning Committee (Quorum 3)**

To appoint, annually, 2 members from the Council to sit on the Planning Committee for one year. Other members will need to attend to fulfil quorum requirements.

A Chair is to be appointed annually to the purposes of this Committee, following the Council AGM in May.

The Committee will meet as and when required to discuss and has the delegated authority to respond to planning matters on behalf of the council, where a council meeting is not within the required response date.

Responses from this committee will be recorded in the Minutes of the next full council meeting.

#### **Finance Committee (Quorum 4)**

To appoint, annually, 4 members from the Council to sit on the Finance Committee to include the Chair.

A Chair is to be appointed annually to the purposes of this Committee, following the Council AGM in May.

The Committee will meet in September each year to discuss expenditure against budget and any other relevant financial matters.

No delegated authority to make decisions are appointed to the committee, except those related to preparing a draft budget in consultation with the Clerk.

Members of the Committee may vote on recommendations put to the committee.

The Committee may consider and make recommendations upon all financial matters affecting the Council, including the precept and budget.

Minutes are to be taken of each meeting and distributed to Full Council for examination and approval at the Council meeting.

### **Assets Committee (Quorum 3)**

To appoint, annually, 3 members from the Council to sit on the Assets Committee.

A Chair is to be appointed annually for the purposes of this Committee, following the Council AGM in May.

The Committee will meet as and when required.

The Committee will investigate and discuss issues to do with the playgrounds, benches, toilets and any other item the council may have responsibility for.

Minutes are to be taken of each meeting and distributed to next Council for examination and approval at the Council meeting.

### **Disciplinary Committee (Quorum 3)**

To appoint, annually, 3 members from the Council to sit on the Disciplinary Committee.

A Chair is to be appointed annually for the purposes of this Committee, following the Council AGM in May.

The Committee will meet as and when required.

The Committee will investigate and discuss issues that arise linked to the Code of Conduct, Declarations of Interests and any other relevant issue.

Minutes are to be taken of each meeting and distributed to next Council for examination and approval at the Council meeting.

### **Environment and Biodiversity Working Group**

The Group's main function is to monitor, advise, engage, and promote environmental matters by the sharing of ideas and expertise.

- the aim is to advise on practices that it reduce local impact on the environment.
- to be familiar with the environmental groups within Powys and beyond
- to advise on issues of biodiversity

Date of Draft: 1/5/2021

Date of approval: 12/5/2021

Minute Reference for approval: 2793

*(All confirmed at the 2021 Annual Meeting)*