

BARFORD ST JOHN AND ST MICHAEL PARISH COUNCIL
Playground Committee
Terms of Reference

1. Remit

To produce proposals for the consideration of the full council for any repairs of the play areas (West Close Playground and the Village Hall Play Area) in Barford St John and St Michael and to monitor developments. To consider and organise fund-raising activities for the maintenance of the play areas.

2. Meetings

To meet as required. All meetings should be publicly advertised to encourage involvement from residents.

In accordance with the Local Council's Transparency Code 2015, all meetings should be minuted, with minutes available on the Parish Council website and noticeboard. The Playground Committee is responsible for its own minute-taking, which should be shared with the Clerk after each meeting.

3. Appointment of Members

The committee will comprise one councillor member and two (or more) non-councillor members who are residents of Barford St John and St Michael Parish. Quorum will be one council member and two non-councillor members. The non-councillor members shall meet the eligibility criteria to be a Councillor in the Parish of Barford St John and St Michael. Members will be appointed by the Parish Council.

4. Delegated Authority

The committee has the delegated powers to provide and maintain recreational facilities (Open Spaces Act 1906, section 9-10, Local Government (Miscellaneous Provisions) Act 1976, section 19). The Playground Committee also has the delegated power to fundraise through organising community events in order maintain recreational facilities. In order to do this effectively, the Playground Committee may use their own bank account, with full accounts submitted to the Parish Council and reported on as part of the Parish Council accounts. Payments from this account are subject to the same Financial Regulations as the Parish Council.

5. Scope

- To keep Minutes of each Committee meeting;
- To make written or in person reports to each Full Council meeting;
- To communicate plans and progress to residents in the Parish;
- To plan and initiate at least one annual fundraising activity for the maintenance of the play areas;
- Where maintenance work is required on play areas, to seek more than one quote for the cost of repairs to ensure best value for money;
- To make recommendations on the timing and methods of funding any works the Committee recommends, including pursuing any grant applications;
- Following Council approval, to finalise any contract negotiations with suppliers and manage any resulting implementation projects.

6. Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 6th May 2025 and shall be reviewed annually.