

Leisure and Environment Committee

Meetings – to meet as required – usually quarterly

Delegated Powers – This Committee has delegated powers to allocate its delegated budget (budget as approved by Council on an annual basis). Spending under £500 can be approved by Chairman and one other committee member in liaison with Town Clerk.

Membership – up to 6 councillors

Quorum – 4

Public attendance - yes

Advisory Members – Named individuals can be appointed by full council.

Chairman - At its first meeting, committee to appoint chairman from its membership.

Term of Office - usually 4 years but this is flexible.

Terms of Reference:

1. The maintenance and management of Council assets which are not part of landlords built property portfolio, to include:
 - Markets
 - Marshes
 - Tibbys Green
 - Klondyke/ skate facility + other council green spaces
 - Memorial seats/benches
 - Bins/cycle racks/grit bins
 - Electricity Green
 - Fingerposts
 - Marsh Boards
 - Cannons
2. Organisation of council led events, sporting and social activities.
3. Maintenance of council archives, regalia and pictures.
4. Liaison with organisations/businesses for events such as Christmas lights/Arts Festival.
5. To make arrangements for civic occasions including Civic Sunday, Charter Lunch and Remembrance Sunday.
6. To organise other civic and non civic events as required including Commonwealth Day and Suffolk Day, St Edmunds Day and Arbor Day.
7. Other matters as Council requests.