



HORLEY TOWN COUNCIL

Leisure & Amenities Committee

Terms of Reference

1. Purpose

The Leisure & Amenities (L&A) Committee is constituted as a standing committee of Horley Town Council and, as such, shall comply with the Council's adopted Standing Orders.

2. Frequency of Meetings

Meetings of the L&A Committee shall be held as stated in the Council's Calendar of Meetings to meet the responsibilities as outlined below.

3. Delegated Responsibilities

3.1 The Leisure Officer, in consultation with the L&A Chairman and Vice-Chairman, shall have delegated responsibility for carrying out required actions of the Committee, as approved by Council Resolution, including all compliance and regulatory matters in relation to the Council's community buildings, parks, and open spaces.

3.2 The L&A Committee shall **exercise the powers and duties** of the Council relative to:

- The operation of the Grounds Maintenance Contract.
- The maintenance and improvement of Horley Recreation Ground, including the Memorial Gardens.
- The maintenance and improvement of the Town Council's recreational and play areas.
- Floral baskets, planters and flower beds.
- Allotment sites (including maintenance of car park, toilets, shared access areas, and charges for rental of plots)
- Hire of sports pitches and football matters.
- Security at all sites.
- Horley in Bloom (HIB) and Photographic Competitions.
- Provision of Christmas tree.
- Applications for the use of the Council's Leisure and Amenities facilities.
- Making appointments to and receiving reports in respect of its Outside Bodies.
- Considering play and recreational equipment upgrades along with potential future projects at all Council sites.
- Event management, including requests by operators to use Council land and community buildings, subject to full compliance and regulations being met.

3.3 The Leisure & Amenities Committee shall make recommendations to Full Council relative to:

- i) The appointment of the Grounds Maintenance Contractor.
- ii) Considering New Leisure Facilities in Horley

4.1 Sub - Committees reporting to the Leisure & Amenities Committee

Environment Sub - Committee.

Adopted: 16 May 2023

Renewal Date: May 2024