



Environment Working Group

Terms of Reference

The Parish Council delegates the following responsibilities to the Environment Group.

1. General

To meet at the discretion of the Chairman of the Environment Working Group to deal with matters pertaining to the efficient management of the responsibilities listed below, and to report to the Parish Council via meeting notes.

2. Parish Environment

To enhance the general appearance of the parish by:

- (a) installing street furniture, where possible through sponsorship;
- (b) maintaining street furniture so that it is in both good repair and free from graffiti;
- (c) new and replacement plantings for seasonal floral displays;
- (d) attempting to maintain all public open spaces in good and litter free condition.

3. Parish Appreciation

To encourage an appreciation of the parish, both historical and environmental, by publishing and distributing parish guides, maps and other relevant pamphlets.

4. Public Roads

- (a) To ensure, as far as possible, that the roads, pavements and car parks are litter free.
- (b) To carry out pot hole surveys regularly and to communicate the results to North Somerset District Council.
- (c) To ensure that road signs are in good order, well lit and free from overhanging vegetation.
- (d) To ensure that mobility crossings are reviewed regularly.
- (e) To review the condition of Parish Street Lighting.
- (f) To maintain all parish bus shelters so that they are clean, well decorated and in good state of repair.
- (g) To monitor the proper functioning of gullies and culverts and other public drainage systems

5. Public Areas and Footpaths

- (a) To arrange regular inspections of the public footpaths on North Somerset District Council's list of definitive footpaths.
- (b) To ensure that those definitive footpaths are free from obstruction and useable by informing North Somerset District Council of any problems.
- (c) To provide, in appropriate areas, bins for dog faeces with signs to encourage their use and arrange for the bins to be both emptied and maintained.
- (d) To install, where necessary, additional street lights and to ensure that the cost of installation, but not maintenance, be shared by the appropriate users.

6. Finance

- (a) To report details of requested budgets by end of November each year. The report should include the remaining balance and any plans for its use.
- (b) To make a list of proposed special projects.
- (c) To ensure that purchasing and contracts shall be in accordance with finance regulations.

7. Administration To report to the Parish Council through notes of meetings.