

**STALHAM TOWN COUNCIL
GENERAL PURPOSES COMMITTEE
TERMS OF REFERENCE**

Membership

Minimum of 5 Councillors plus non-voting co-opted non-councillors as agreed by the Committee.

Quorum

A quorum will be 3 full members

Frequency of meetings

Meetings to be held bi-monthly, where possible on the last Monday of the month and as agreed in the Meeting List as approved at the Annual Parish Council Meeting.

Delegated Planning powers:

To make representations to the Local Planning Authority on any application referred to the parish council and on any other planning matter that affects the parish.

Delegated budget and spending:

To make recommendation to the council on the annual General Purposes Committee budget.

To authorise spending from agreed committee budget under £500 per individual spend.

To recommend to the council expenditure above £500

Delegated Allotment management powers:

To make decisions in respect of tenancies and the maintenance of the allotment site.

Objectives

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **allotments** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **Burial and Cemeteries** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **street lighting** function

To make recommendations to the council on the formulation of any policy or strategy in relation to the discharge of the **highways** function

To consider any other matters referred to it by the Town Council and make recommendations regarding these to the council.

Status

This will form a Standing Committee of the Council. The Committee will appoint the Chair of the Committee at its first meeting after the Annual Meeting of the Council.