

GROVE PARISH COUNCIL

TERMS OF REFERENCE AND SCHEME OF DELEGATION TO THE FINANCE AND GENERAL PURPOSES COMMITTEE AS AT 25 FEBRUARY 2025

Council Matters. The Council can arrange to have any of its functions, except six, exercised by a Standing Committee, which can, in turn, arrange to have them exercised by a sub-committee. The six exceptions are:

- a. The determination of its own overall borrowing limit.
- b. The determination of its short-term borrowing limit.
- c. The determination of the amount payable by it at rates variable by a lender or which are controlled by external factors.
- d. The issue of a precept.
- e. The approval of a lottery scheme.
- f. Spending from Council's General and Earmarked Reserves.

Current Standing Committees are as follows:

- Finance and General Purposes Committee
- Environmental Services and Planning committee
- Leisure and Recreation committee

Where any standing committee is considering a council matter, it shall not have the delegated power to determine the matter, but shall report or make recommendations on the matter direct to the Council.

General Committee Powers. Standing Committees shall have the following delegated powers in their specific areas:

- a. To prepare and DRAFT its own budget.
- b. To approve expenditure with no limit for any items specifically identified within the committee's budget. If not identified specifically then items may be purchased up to £5,000 per item providing sufficient funds are available.
- c. To comment on all Council strategies and Corporate Policy proposals so far as they relate to their specific areas.

Concurrent Powers. The Council may at any time exercise any of the duties and powers within a committee scheme. Similarly, a committee may at any time exercise any of the duties and powers of its sub-committees. In addition, a committee may refer any issue back to council if it so wishes.

Urgent business. Every standing committee shall make arrangements for the discharge, in urgent circumstances, of the functions, which the committee may discharge, by appointing a sub-committee consisting of committee chairman, vice-chairman and one other named member to discharge these functions. The sub-committee shall record the urgent circumstances, which make it necessary for action to be taken before a meeting of the committee can be arranged and a report of that action shall be laid before the next meeting of the committee.

FINANCE AND GENERAL PURPOSES COMMITTEE

TERMS OF REFERENCE

To approve programmes of work, monitor performance and take decisions in respect of the areas mentioned in the Schedule below and provide reports on the implementation of the Council policies insofar as they relate to this committee.

To resolve all issues not delegated or referred to any other committee except Council matters.

DELEGATED POWERS

The Committee can resolve all matters within its Terms of Reference except Council matters.

SCHEDULE

1. All issues relating to administration, to include staff terms and conditions, wage reviews, but to exclude issues delegated to the Clerk as follows:
 - a. General village maintenance.
 - b. Grass cutting other than Grove Recreation Ground, Wasbrough Field
 - c. Other maintenance items.

The maximum cost for the above items without referral is £5,000 other than staff wages.

2. All issues relating to village maintenance, which are not the responsibility of other committees: to include streetlights, buildings security, maintenance and purchase of machinery and other equipment.
3. All issues relating to twinning, elections, Old Mill Hall.
4. Other legal and financial matters.
5. Representation on outside bodies.

All the powers and duties of the council referred to the committee including the above.