

Charney Bassett Parish Council

Councillor Appointments and Membership of Groups

| Parish Councillors - Specific Responsibilities | | |
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| Subject | Post Holder | Notes |
| Transportation | Cllr. K Adamson | Liaison with OCC, including attendance at Parish Transport Representative Meetings |
| Footpaths | Cllr. K Adamson | Ensuring existing network is open and well maintained |
| Health | Cllr. M Castle | Monitors issues which may have a bearing on service provision locally |
| Planning | Cllr. K Adamson | Monitors relevant planning applications, consultations and policy developments |
| Emergency Plan | Cllr. D Nellist | Produce/Update a Plan and liaise with contacts as necessary |
| Grass Cutting | Clerk | Monitors effectiveness of cut and liaises with contractor as necessary |
| Allotments | Cllr. D Roberts | Role includes responsibility for collecting rents and allocating plots |
| Defibrillator | Cllr. D Roberts | Manage effective operation of defibrillator. (DR shares responsibility with Mr R Podd) |
| Parish Council Appointments to Independent Organisations | | |
| Organisation | Post Holder | Notes |
| CHAFT | Cllr. M Castle Cllr. E Campbell | CHAFT Charity Scheme requires two Parish Councillors to be appointed as Trustees |
| CLET | Mrs S Dobson Mrs J Baath | CLET Constitution requires appointment of two persons to represent the Parish Council. CLET reviews appointments every 4 years. |
| Longworth Charities | Cllr. M Castle | Charity Scheme requires appointment of a Parish Councillor |
| Appointments to Groups allied to the Parish Council | | |
| Group | Post Holder | Notes |
| Village College Manager Parish Councillor 3 rd Board Member | Mrs C Trotman Mrs M Castle Mrs L Brookes | Terms of Reference (approved at PC meeting of 09.05.2018) requires Parish Council to agree the three Board Members. |
| Charney Army Lead | Mr P Busby | Terms of Reference (approved at PC meeting of 09.05.2018) requires Parish Council to agree the Lead. |
| Road Safety Group Lead Parish Councillor | Mr I Graham Cllr. E Campbell | Terms of Reference approved but need to be updated. Refers to involvement by a nominated Parish Councillor. |

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| Communications Group Lead PC rep Chatter Editor/email management system Village Website Editor | Mrs S Wright Cllr E Campbell Mrs S Wright & Mrs A Graham Mr J Wright | Terms of Reference (approved at PC meeting of 11.07.2018) requires Parish Council to agree all members, one of which is to be a Parish Councillor. Lead is confirmed by the Group. In addition to personnel listed, Mr D Sibbert also assists. |
| History Group Lead Website Manager | Mr D Sibbert Mr I Graham | Terms of reference approved at PC meeting of 11.07.2018. Requires Parish Council to agree a co-ordinator and website manager. |
| Archaeology Group Lead | Mr I Graham | Terms of Reference approved at PC meeting 12.09.2018. Requires Parish Council to agree a Lead. |
| Footpaths Group | Mr H Brookes | Terms of Reference approved at PC meeting 14.11.2018. Researches potential for re-opening any lost paths. Current membership – Messrs Brookes, Brown, Busby, Ody and Mrs Gerring. |
| Charney Mill Project Group Lead | Mr D Roberts | Considers need for repairs (requirement of OCC lease) and potential future use. Terms of Reference not yet approved. Current membership – Messrs Roberts, Brown, Champion, Hedge and Hawkins. |
| Allotments Group | Mr D Roberts | Liaison with Charney Manor and management of allotments, including collection of rent. |
| Other Appointments | | |
| Role | Post Holder | Notes |
| Internal Audit | Mr B Trotman | Scope of role defined in letter of appointment |
| Neighbourhood Watch | | Liaison with Neighbourhood Watch and filtering of alerts for Charney Chatter or the email management system. |
| Faringdon East Neighbourhood Action Group | Mr D Sibbert | Terms of reference set by TVP. Village can appoint one or more village representatives to represent the community. Does not need to be a PC. Self-nomination by interested individuals also allowed |
| SpeedWatch | Mr D Sibbert | Initiative managed by Faringdon East Neighborhood Action Group on behalf of 8 parishes. Operational guidelines approved by TVP. Insurance provided by PC. Mr Sibbert acts as Village Speedwatch coordinator. |
| Pothole Super User | Mr N Dobson | Authorised by OCC to directly appoint a contractor for potholes to be repaired |

Approved at Annual Parish Council Meeting on 13th May 2020 (minute CBPC 20/40)