

CHARNEY HALL & FIELD TRUST

CHARNEY FIELD SUB COMMITTEE

TERMS OF REFERENCE

Purpose

Under the direction of the Management Committee the sub-committee is responsible for

- (a) Implementing the charity's approved safety policy for Charney Field and if appropriate proposing changes to the agreed policy.
- (b) Maintaining the whole field to a high standard, taking account of relevant safety and environmental policies.
- (b) Identifying potential improvements to the facilities provided at the recreational ground for consideration by the Management Committee.

Membership.

The sub- committee will consist of at least two trustees (lead and shadow lead) the appointed safety officer(s) plus up to two co-opted volunteers from the local community.

Responsibilities

- (a) Implement and where appropriate recommend changes to the charity's approved safety plan
- (b) Identify, develop, and implement appropriate maintenance plans, including those which support the approved safety plan.
- (b) Periodically, consult with the local community on the future development of the recreation ground and where appropriate make recommendations to the Management Committee
- (c) Propose whole field improvements linked to environment and habitat priorities.
- (d) Seek specialist advice as necessary and appropriate
- (e) Ensure compliance with legal, health and safety and insurance requirements
- (f) Encourage the use of volunteers and if necessary appoint one or more working groups to undertake specific tasks under the general direction of a member of the sub-committee.
- (g) Where appropriate, seek the prior agreement of the Parish Council to the use of Charney Army volunteers.
- (g) Identify budgetary implications for consideration by the Management Committee and seek sources of grant aid where appropriate. Comply with approved financial procedures
- (h) Keep administrative records of the meetings/activities of the sub-committee and record them on the charity's document system.
- (i) Report, as appropriate, to each meeting of the CHAFT Management Committee.

END 23/03/23 Final