**DURRINGTON TOWN COUNCIL**

**COMMITTEES, ROLES AND RESPONSIBILITIES 2020/21**

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| **Chairman of the Council**  Chair all Town Council Meetings  Regular contact with Clerk  Attend official functions  **Vice Chairman of the Council**  Deputise for the Chairman at meetings and official functions | Cllr J Todd  Cllr R Perry |
| **Chairman of Planning**  Set meetings  Advert to public  Replies to Wiltshire Council  Call-ins to Wiltshire Councillor  **Vice-Chairman of Planning**  **Parish Plan**  Update the Action Plan  Conduct public consultations  Review the Plan | Cllr D Healing  All Cllrs are on the Planning Committee  Cllr P Paul  Cllrs, D Healing and S Botham |
| **Crime Prevention Chairman**  Set meetings  Produce newsletters  Consider priorities for NTG  **Vice-Chairman of Crime Prevention**  **Speedwatch Team Lead/Coordinator** | Cllr S Botham  All Cllrs are on the Crime Prevention Committee  Cllr J Ellis |
| **HR & Finance Committee Chairman**  Conduct quarterly checks of accounts  Review Financial Standing Orders  HR Matters  Review Payroll and contracts  **Vice- Chairmain of HR & Finance** | Cllr B Turner  Cllr M Wardell  Cllr D Healing  Cllr P Galan-Bamfield  Cllr S Rennie |
| **Policies Committee**  Conduct annual reviews of all policies and regulations.  Work with the clerk on new policies and regulations | Cllr B Turner  Cllr S Botham  Cllr P Paul |
| **Amenities (non committee)**  Monthly Report  Forward Plan  Consider Budget requirements  Cllrs to provide updates on a monthly basis (if required), or provide nil return | All Cllrs |
| **River Park**  **Recreation Ground**  **Pavilionx2**  **Avon Fields**  **Fargo Road Play**  **Cemetery**  **Durrington in Bloom**  **Youth Services x2**  **Village Hallx2**  **Rights of Way**  **Community Events**  **Allotments** | Cllr I Teirney  Cllr J Todd  Cllrs S Rennie,  Cllr R Ellis  Cllr R Perry  Cllrs D Healing, S Rennie  Cllr S Paines  Cllrs S Rennie,  Cllrs S Paines, K Sharp  Cllr R Ellis  Cllr J P Todd  Cllr W Clarke |
| **REPRESENTATIVES AT EXTERNAL MEETINGS** | |
| **World Heritage Site Management Plan**  Attend meetings | Cllrs K Sharp, S Botham |
| **CATG**  Attend meetings  Prioritise Durrington’s Highway requirements | Cllrs J Ellis, S Botham |
| **Amesbury Area Board**  Attend meetings | Cllrs M Wardell, S Paines |
| **Larkhill Communtiy Partnership** | Cllrs S Rennie, P Paul. |