**DURRINGTON TOWN COUNCIL**

**COMMITTEES, ROLES, AND RESPONSIBILITIES 2022/23**

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| **Chairman of the Council**Chair all Town Council MeetingsRegular contact with ClerkAttend official functions**Vice Chairman of the Council**Deputise for the Chairman at meetings and official functions | Cllr G WrightCllr S Paines |
| **Planning Committee members**Set meetingsAdvert to publicReplies to Wiltshire CouncilCall-ins to Wiltshire Councillor | Cllr D Healing - ChairmanCllr G Wright - Vice ChairmanCllr S PainesCllr S BurrCllr S BothamCllr M Wardell |
| **Speedwatch Team Lead/Coordinator** | Cllr P Paul |
| **HR Committee**HR mattersEmployment contracts and pay | Cllr BothamCllr SilkCllr Burr |
| **Finance Committee**Conduct quarterly checks of accountsReview Financial Standing Orders | Cllr S Rennie – ChairmanCllr S Botham – Vice ChairmanCllr M WardellCllr G WrightCllr P Galan-BamfieldCllr Silk |
| **Policies Committee** Conduct annual reviews of all policies and regulations.Work with the clerk on new policies and regulations | Cllr S Botham – ChairmanCllr D HealingCllr G Wright  |
| **Staffing Sub-committee**To deal with all staffing issues, advertising, and interviewing.Appraisals and training and report to the HR committee | Cllr WrightCllr ButlerCllr WardellCllr Rennie |
| **Amenities (non committee)** Monthly ReportForward PlanConsider Budget requirementsCllrs to provide updates on a monthly basis (if required), or provide nil return | See Below |
| **River Park** **Recreation Ground****Pavilion****Avon Fields****Fargo Road Play****Cemetery****Youth Services** **Village Hall****Allotments Avon Fields****Allotments Millennium Park****Speedwatch** | Cllr I SilkCllr G WrightCllr M WardellCllr S BurrCllr S RennieCllr S Rennie Cllr S Paines Cllr G WrightCllr S RennieCllr P Paul |
| **REPRESENTATIVES AT EXTERNAL MEETINGS** |
| **World Heritage Site Management Plan**Attend meetings | Cllrs Silk and Botham |
| **LHFIG**Attend meetingsPrioritise Durrington’s Highway requirements | Cllrs Wright and Paul |
| **Amesbury Area Board**Attend meetings | Cllrs Wardell and Paines |
| **Larkhill Community Partnership** | Cllrs Wright and Burr |