**DURRINGTON TOWN COUNCIL**

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

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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 G Wright  Cllr S Paines |
| **Planning Committee members**  Set meetings  Advert to public  Replies to Wiltshire Council  Call-ins to Wiltshire Councillor | Cllr D Healing - Chairman  Cllr G Wright - Vice Chairman  Cllr S Paines  Cllr S Burr  Cllr S Botham  Cllr M Wardell |
| **Speedwatch Team Lead/Coordinator** | Cllr P Paul |
| **HR Committee**  HR matters  Employment contracts and pay | Cllr Botham  Cllr Silk  Cllr Burr |
| **Finance Committee**  Conduct quarterly checks of accounts  Review Financial Standing Orders | Cllr S Rennie – Chairman  Cllr S Botham – Vice Chairman  Cllr M Wardell  Cllr G Wright  Cllr P Galan-Bamfield  Cllr Silk |
| **Policies Committee**  Conduct annual reviews of all policies and regulations.  Work with the clerk on new policies and regulations | Cllr S Botham – Chairman  Cllr D Healing  Cllr G Wright |
| **Staffing Sub-committee**  To deal with all staffing issues, advertising, and interviewing.  Appraisals and training and report to the HR committee | Cllr Wright  Cllr Butler  Cllr Wardell  Cllr Rennie |
| **Amenities (non committee)**  Monthly Report  Forward Plan  Consider Budget requirements  Cllrs 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 Silk  Cllr G Wright  Cllr M Wardell  Cllr S Burr  Cllr S Rennie  Cllr S Rennie  Cllr S Paines  Cllr G Wright  Cllr S Rennie  Cllr P Paul |
| **REPRESENTATIVES AT EXTERNAL MEETINGS** | |
| **World Heritage Site Management Plan**  Attend meetings | Cllrs Silk and Botham |
| **LHFIG**  Attend meetings  Prioritise Durrington’s Highway requirements | Cllrs Wright and Paul |
| **Amesbury Area Board**  Attend meetings | Cllrs Wardell and Paines |
| **Larkhill Community Partnership** | Cllrs Wright and Burr |