

## **Bures Joint Sportsground Committee Terms of Reference**

### **Historical Context**

Bures Joint Sportsground was created in August 1948 following the gifting of the Vicarage Meadows and the new Nayland Road Sportsground to Bures St Mary and Bures Hamlet Parish Councils. The land was given by Dr and Mrs Woods and Col Probert.

In handing over the land Mrs Wood said she 'hoped the land would afford opportunity for sport, amusement and pleasure for many years to come.'

Bures Joint Sportsground Committee was formed at a Joint Parish Councils Meeting 9<sup>th</sup> September 1948. The following terms of reference were agreed:

1. The committee is formed of three parish councillors from each of the two parish councils, Bures St Mary and Bures Hamlet.
2. The Quorum is set at three councillors.
3. The committee is funded by the two parish councils.
4. The Bures Joint Sportsground Committee is authorised to keep its own accounts.
5. The Recreation Ground is under the control of the Sportsground Committee.

### **2021**

1. Bures Joint Sportsground Committee is a delegated committee of Bures St Mary and Bures Hamlet Parish Councils.
2. Bures Joint Sportsground Committee meets six times a year. Extraordinary meetings may be held.
3. Meetings are open to the public.
4. The committee is empowered to manage and maintain the sportsground and play spaces in housing areas on behalf of both parish councils.
5. The sportsground lies in the parish of Bures St Mary.
6. The committee comprises of four parish councillors from Bures St Mary and four parish councillors from Bures Hamlet.
7. The Chairman to be elected by the committee at the July meeting.
8. Bures Joint Sportsground Committee is clerked by the clerk of Bures St Mary Parish Council for the time being.
9. Bures Joint Sportsground Committee is responsible for its own insurance.
10. Sports clubs operating on the field are entitled to send non-voting representatives to the meetings.

11. The Sportsground is funded through the parish precepts for Bures St Mary and Bures Hamlet and alternative sources.
12. Under delegated executive powers and in line with Bures St Mary Parish Council Financial Regulations, the Joint Sportsground Committee sets its budget and this is presented to Bures St Mary and Bures Hamlet Parish Councils for approval.
13. Under delegated executive powers Bures Joint Sportsground Committee places orders for works and services within the limitations of its annual budget. The committee shall be able to approach the parish councils for additional funds, however, such funds are not automatically granted.
14. The committee will initiate and approve tenders for all aspects of maintenance and ground works in accordance with Bures St Mary Parish Council Financial Regulations.
15. Bures Joint Sportsground Committee is authorised to apply for grants in its own right or to receive grants applied for by Bures St Mary or Bures Hamlet Parish Council to fund recreational projects.
16. Bures Joint Sportsground Committee is authorised to receive donations and fees for use of parts of the ground.
17. The business of Bures Sportsground is reported at Bures St Mary and Bures Hamlet Parish Council meetings.
18. When vacancies arise, through the resignation or death of a councillor, the new councillor for whichever Parish Council has the vacancy also fills the vacancy on the Joint Sportsground.
19. Positions on the Bures Joint Sportsground Committee are agreed at the Annual General meeting of each of the two Parish Councils.
20. In the event of a required amendment to these Terms of Reference then they will be referred back to the appointing authorities for approval.