



Boxley
PARISH COUNCIL

Boxley Parish Council

Environment Committee Terms of Reference

Role

The role of the Environment Committee is to represent the Parish Council on planning and highway issues and to make recommendations or take relevant action on other community issues.

Responsibilities

The Committee shall:

1. Consider and make representations as to land use.
2. Consider and make representations on planning and other related applications.
3. Make representations on appeals notified and attend public inquiries if considered necessary.
4. Consider and decide on appropriate action for matters relating to anti-social behaviour
5. Represent the Council upon all matters relating to development plans as well as district, structure and local plans and planning policy proposals.
6. Determine all matters relating to street naming.
7. Represent the Council on matters relating to highways, street furniture, roadside waste bins and bus passenger shelters. Bus Shelters that are owned by the Parish Council are dealt with by the Estates Committee
8. All vehicle parking matters.
9. All matters relating to public transport, postal and public utility facilities.
10. All matters relating to street and footway lighting.
11. All matters relating to public rights of way
12. All matters relating to the preservation of trees, historic buildings and conservation areas.
13. Consider and make representations on land drainage and water transport.
14. Consider and make representations to the Borough and Kent County Council on grounds maintenance services and schedules for the parish.
15. Consider youth issues within the parish and to make recommendations/suggestions to the relevant bodies or agencies.
16. Make requests for Section 106 payments that would benefit the Parish.
17. Consider and make recommendations to the parish council on expenditure relating to any Community Infrastructure Levy funds allocated to the parish council.
18. Consider and make recommendations to the parish council on projects that could be submitted for funding from the Strategic Community Infrastructure Levy controlled via MBC ward Councillors .
19. Undertake public consultations, where relevant, to this committee.
20. Develop policies and procedures in order to undertake all the above.

Budget

1. To draft the budget and decide priority ratings for the committee and to submit budget requirements and recommendations to the Finance Committee.
2. To manage the budget and vire, where necessary, between budgets held and managed by the committee.
3. To manage, according to Financial Regulations, contracts and tenders for any projects within the budget of the committee.

Membership

1. The Committee shall consist of up to ten councillors, including as per standing orders the Parish Council's Chair and Vice Chair.
2. The committee may appoint working parties to undertake any specific project work as necessary

Other.

The Parish Council has the right to identify issues that will be dealt with at the full meeting of the Parish Council.

The parish council may allocate to the committee matters outside of the above remit with the agreement of the Chair and Vice Chair of the committee.

Adopted by Council April 2025