

Charney Bassett Parish Council

Councillor Appointments and Membership of Groups

Parish Councillors - Specific Responsibilities		
Subject	Post Holder	Notes
Transportation	Cllr. K Adamson	Community Bus wound up but agreed at last Annual Meeting to continue liaison role with OCC
Footpaths	Cllr. K Adamson	Role currently focuses on maintenance of existing network
Health	Cllr. M Castle	Monitors issues which may have a bearing on service provision locally
Planning	Cllr. K Adamson	Monitors relevant planning applications, consultations and policy developments
Emergency Plan	Cllr. D Nellist	Produce/Update a Plan and liaise with contacts as necessary
Grass Cutting	Clerk	Monitors effectiveness of cut and liaises with contractor as necessary
Allotments	Cllr. D Roberts	Role includes responsibility for collecting rents
Defibrillator	Cllr. D Roberts	Manage effective operation of defibrillator. (DR shares responsibility with Mr R Podd)
Parish Council Appointments to Independent Organisations		
Organisation	Post Holder	Notes
CHAFT	Cllr. M Castle Cllr. E Campbell	CHAFT Charity Scheme requires two Parish Councillors to be appointed
CLET	Mrs S Dobson Mrs J Baath	CLET Constitution requires appointment of two persons to represent the Parish Council. CLET reviews appointments every 4 years.
Longworth Charities	Cllr. M Castle	Charity Scheme requires appointment of a Parish Councillor
Appointments to Groups allied to the Parish Council		
Group	Post Holder	Notes
Village College Manager Parish Councillor 3 rd Board Member	Mrs C Trotman Mrs M Castle Mrs L Brookes	Terms of Reference (approved at PC meeting of 09.05.2018) requires Parish Council to agree the three Board Members.
Charney Army Lead	Mr P Busby	Terms of Reference approved (approved at PC meeting of 09.05.2018) requires Parish Council to agree the Lead.
Road Safety Group Lead Parish Councillor	Mr I Graham Cllr. E Campbell	Terms of Reference approved but need to be updated. Refers to involvement by a nominated Parish Councillor.

Communications Group Lead PC rep Chatter Editor/email management system Village Website Editor History Website Editor	Mrs S Wright Cllr E Campbell Mrs S Wright & Mrs A Graham Mr J Wright Mr I Graham	Terms of Reference approved at PC meeting of 11.07.2018. Requires Parish Council to agree all members, one of which is to be a Parish Councillor. Lead to be confirmed by the Group.
History Group Lead Website Manager	Mr D Sibbert Mrs A Graham	Terms of reference approved at PC meeting of 11.07.2018. Requires Parish Council to agree a co-ordinator and website manager.
Archaeology Group Lead	Mr I Graham	Terms of Reference approved at PC meeting 12.09.2018. Requires Parish Council to agree a Lead.
Footpaths Group	Mr H Brookes	Terms of Reference approved at PC meeting 14.11.2018. Researches potential for re-opening any lost paths. Current membership – Messrs Brookes, Brown, Busby, Ody and Mrs Gerring.
Charney Mill Project Group Lead	Mr D Roberts	Considers need for repairs (requirement of OCC lease) and potential future use. Terms of Reference not yet approved. Current membership – Messrs Roberts, Brown, Champion, Hedge and Hawkins.
Allotments Group	Mr D Roberts	Liaison with Charney Manor and management of allotments, including collection of rent.
Other Appointments		
Role	Post Holder	Notes
Internal Audit	Mr B Trotman	Scope of role defined in letter of appointment
Neighbourhood Watch		Liaison with Neighbourhood Watch and filtering of alerts for Charney Chatter or the email management system.
Faringdon East Neighbourhood Action Group	Mr D Sibbert	Terms of reference set by TVP. Village can appoint one or more village representatives to represent the community. Does not need to be a PC. Self-nomination by interested individuals also allowed
SpeedWatch	Mr D Sibbert	Initiative managed by Faringdon East Neighborhood Action Group on behalf of 8 parishes. Operational guidelines approved by TVP. Insurance provided by PC. Mr Sibbert acts as Village Speedwatch coordinator.

Approved at Annual Parish Council Meeting on 8th May 2019 (minute 19/35)