

Committee Terms of Reference

Traffic and Highways Committee

Purpose

The primary purpose of the Traffic and Highways Committee is to monitor and report to Full Council on traffic and highways issues that impact on the Parish.

Membership

The Committee will comprise of at least three Councillors and local residents may be co-opted to the group; The Clerk and Deputy Clerk are ex-officio member.

The Chairman will be selected from amongst the members; the election of the Chair will be the first order of business at the meeting that follows the Annual Meeting of the Council.

The quorum of the Committee shall be 3 members.

Members are expected to attend any relevant training.

Meeting Arrangements

The Committee will meet, as necessary.

The Committee may invite other Councillors, local groups, or residents to contribute to agenda items.

Minutes will be taken, circulated to members, and uploaded to the website (marked unapproved).

The Committee shall:

- Report to Council on issues it considers impact both short term and long-term issues within the Parish and its immediate environs.
- Liaise with relevant officers and Councillors within RBWM on traffic matters that affect Parish residents.
- Consider matters relating to traffic both within the Parish and its immediate environs.