

- 1) Planning Committee (not less than 6 members)
 - i. To consider all matters referred to the Council under the Planning Consultation procedure between the Town and District Councils or otherwise affecting or likely to affect the good and proper planning within the Town.
 - ii. To consider all environmental matters affecting the Town.
 - iii. To consider all highways and transport issues affecting the Town.
 - iv. The Town Council delegate to this Committee the right to refer its decisions direct to the District Council.

- 2) Finance & Resources Committee (not less than 6 members)
 - i. To consider all matters affecting the Income and Expenditure of the Council including charges and recommendations made by other Committees and the best use of the Council's resources.
 - ii. To consider all matters relating to wages, salaries and employment of Officers and Servants of the Council.
 - iii. To consider all matters affecting the Council within its powers as a Burial Authority.
 - iv. To consider all matters relating to the Allotment Holdings in the control of the Council.
 - v. The Committee may co-opt up to two tenants of the Council's Allotments to serve as Members of the Committee during consideration of matters referred to in Standing Order No. 30 (b) (vi) only.
 - vi. To make recommendations to the Council on all matters considered except that the Committee shall have powers delegated to them for authority to incur expenditure up to a Maximum of £1,000 on items of a domestic nature provided provision is made for such expenditure within the Annual Estimates.
 - vii. To consider applications for grants.

- 3) Tourism, Leisure and Amenities Committee (no more than 5 members)

- i) The Committee shall be known as the Tourism, Leisure and Amenities Committee.
- ii) The Committee shall be a Standing Committee of the Ware Town Council and shall have responsibility to co-ordinate, discuss and advise the Town Council in regard to such matters as affect the provision and promotion of tourism, leisure and all other amenities in Ware and to make recommendations thereon.
- iii) The Committee shall seek such advice as may be appropriate or necessary from interested bodies and organisations whose purpose and aims are in line with the remit of the committee.
- iv) The Committee shall endeavour to promote, encourage and facilitate tourism, sport, leisure and cultural facilities and local organisations connected therewith.
- v) The Committee shall be authorised to invite such persons as it believes are able to make a contribution to the work of the Committee to any meeting of the Committee and to speak thereat. Persons invited shall not take part in any discussion nor vote on any items that may be decided by the Committee but may answer questions put by members of the Committee.
- vi) The Chairman of the Committee shall be an elected Member of the Ware Town Council and shall not be a Chairman of any other of the Council's Standing Committees and shall be elected at the first meeting of the Committee in each civic year.
- vii) The Vice-Chairman of the Committee shall be elected at the same meeting as the Chairman of the Committee.
- viii) The Committee shall be served by no more than two officials appointed by the Ware Town Council and such persons shall be the Town Clerk and the Committee Clerk.
- xi) The Committee shall meet six times in each year unless, in the opinion of the Chairman of the Committee, there are matters that should be discussed prior to the next appointed meeting date of the Committee.
- x) Any member of the Committee may ask the Chairman to call a meeting in respect of a specific matter if they consider it necessary. The decision of the Chairman as to whether or not to hold a meeting and, if so, on which date shall be final.

- xi) The Committee has no authority to undertake, enter into or commit the Ware Town Council in any financial transactions unless specifically authorised to do so by the Council or has been given delegated powers to do so.
- xii) Where this constitution is silent the Standing Orders of the Ware Town Council relating to the conduct of meetings and matters associated therewith shall apply.