



# Appleton Parish Council

---

Appleton Parish Hall, Dudlow Green Road, Appleton,  
Warrington, Cheshire WA4 5EQ

Telephone 01925 268153 Email [clerk@appletonparish.gov.uk](mailto:clerk@appletonparish.gov.uk)

## **Environmental Committee Terms of Reference**

Adopted by Appleton Parish Council by resolution on March 2026 and will be reviewed periodically thereafter.

Reviewed:

1. The Environment Committee shall consist of a minimum of three Parish Councillors. Minutes of the meetings shall be taken by the Parish Clerk or Deputy Clerk.
2. The quorum of the Environment Committee shall be three Parish Councillors.
3. The Parish Council shall determine the number and time of the ordinary meetings of the Environment Committee and the number of these meetings shall be not less than four each year. In the event that the Chair of the Environment Committee or other members of the Committee considers that additional meetings are required, these will be called in compliance with Standing Order provisions.
4. At each meeting of the Environment Committee, the Committee can, where required, approve environmental expenditure of up to £2,000.00. All expenditure authorised by the Environment Committee will be advised to the full Parish Council at next meeting of the Parish Council.
5. Apart from the £2,000.00 expenditure item referred to above, the Environment Committee cannot make decisions on behalf of the Parish Council, and all other expenditure will require Parish Council approval.
6. The Parish Clerk or Deputy Clerk, in consultation with the Chair of the Committee shall call a meeting of the Environment Committee and also send out the meeting agenda. The agenda shall be sent to all Parish Councillors.
7. The main matters under the remit of the Environment Committee are as follows; -
  - To identify, consider and monitor environmental matters in Appleton Parish, in liaison with local communities where appropriate and to make recommendations to the Parish Council.
8. The Parish Clerk shall be responsible for bringing any changes in legislation and good working practices to the attention of the Environment Committee for their consideration to ensure that the Parish Council procedures remain up to date and relevant.
9. The Environment Committee will generally only make recommendations to the Parish Council at the next Parish Council meeting.