

# HARPOLE PARISH COUNCIL



**Chairman** – Mr F Smethers

**Clerk** – S Willis

<http://www.harpole-pc.gov.uk>

E-mail: [clerk@harpole-pc.gov.uk](mailto:clerk@harpole-pc.gov.uk)

Members of the committee (Cllrs Bess, Gibbins, Hancy, Roberts, Smethers, Starmer, Taylor) are summoned to attend a meeting of the Community Facilities Committee to be held at the Methodist Chapel, School Lane Harpole on **Monday 15<sup>th</sup> June 2026 at 7.00 pm** for the purpose of transacting the following business.

Signed: *S Willis*

Clerk & Proper Officer to Harpole Parish Council

Date: 9<sup>th</sup> June 2026

Members of the press and public are welcome to attend.

## **AGENDA**

**51/26 TO ELECT COMMITTEE CHAIRMAN**

**52/26 TO ELECT COMMITTEE VICE CHAIRMAN**

**53/26 APOLOGIES FOR ABSENCE**

To receive apologies and approve reasons for absence.

**54/26 DECLARATIONS OF INTEREST IN ITEMS ON THE AGENDA**

To receive Declarations of Interest from Councillors

**55/26 PUBLIC PARTICIPATION**

Members of the public are invited to address the Committee.

**56/26 TERMS OF REFERENCE**

To consider and approve recommendation to Full Council regarding Terms of Reference for the committee

**57/26 WORK PLAN**

To consider and approve work plan for Harpole Playing Fields when it is ready to be transferred

**58/26 MEETINGS**

To consider and approve dates for meetings during 2026-27

**59/26 MEMBERSHIP**

To consider and approve who outside the council should be invited to be a member of the committee

**60/26 ITEMS FOR NEXT AGENDA**

To consider items to be added to the next agenda

**DATE OF NEXT MEETING.** – date of the next meeting to be scheduled

## Community Facilities Committee Terms of Reference

- 1.1** Membership shall be up to 7 Councillors and representatives of groups using the facilities
- 1.2** Meetings must have 3 councillors to be quorate.
- 1.3** Non-Councillor members do not have a vote.
- 1.4** The committee has delegated authority for the day to day running of Parish Council owned facilities. Any major changes to the running of the facility or any major spend will need to be recommended to Full Council for approval.
- 1.5** Facilities covered by this committee are:
  - 1.5.1** Playing Fields and Pavilion
  - 1.5.2** Pavilion and pitches from Norwood Farm SUE
  - 1.5.3** Community Centre from Norwood Farm SUE
  - 1.5.4** Community Centre from Northampton West SUE
  - 1.5.5** LEAPs and MUGAs from either SUE
- 1.6** To oversee day to day running of the facilities
- 1.7** To develop business plan and strategy for the facilities and make recommendations to council
- 1.8** To advise on use of S106 contributions received against the facilities
- 1.9** To monitor budgets in relation to each facility
- 1.10** To manage tendering process for any suppliers required