

Brixton Parish Council Responsibilities & Representatives

May 2016

Item	Role	People (lead underlined)
Administration and Organisation	Parish Clerk's employment Councillors' duties Press liaison	<u>Cllr Hitchins</u> & Wills
Finance	Responsible Finance Officer Finance policy External Audit Internal audit	Parish Clerk <u>Cllr Wills</u> Grant Thornton South West Audit
Communications	Parish Web site Facebook	Graham Searle Cllr Calvert
Planning	Planning Committee Chair Planning Committee Vice Chair Committee Members	<u>Cllr Martin</u> <u>Cllr Wills</u> All Cllrs
Carrolsland	Community liaison	Cllr Williams
Works	Repairs and maintenance Grass cutting	Parish Clerk & All Cllrs
Public paths/P3 and Tree wardens	P3 Co-ordination	Cllr Wakeham, Cllr Huxtable
Neighbourhood Plan	Neighbourhood Plan	Cllr Hitchins
Emergency Plan	Community Emergency Plan Co-ordinator	Cllr Williams
Other representatives	Devon Ass. Parish Councils	Ad hoc
	Brixton Community Association	Cllr Calvert
	Yealm Estuary Management	Cllr Williams
	R. Yealm Harbour Authority	Cllr Williams
	Dementia Friendly Parishes	Cllr Hitchins
	Hele Foundation	Cllr Wakeham
	Feoffee Trust	Cllr Hitchins
	Sherford Liaison Group	Cllr Hitchins, Cllr Wills, Cllr Huxtable, Cllr Williams (backup)
	Ivybridge Parish Cluster Group	Ad hoc
	Composting Group	Cllr Murch