

**TERMS OF REFERENCE FOR ALBURY PARISH COUNCIL  
HIGHWAYS AND BYWAYS COMMITTEE  
May 2023**

- Scope:** The committee will deal with all matters associated with Public Transport, highways, car parking, street furniture, bus shelters, open spaces and other Parish owned land  
It may appoint representatives to liaise with any organisation that may assist the committee.
- Composition:** All councillors are members of all committees of the Council by default. The committee will appoint a Chairman. The Chairman and Vice Chairman of Council are ex-officio members. It may appoint separate advisory sub-committees as appropriate.
- Quorum:** Three.
- Meetings:** 6 per annum. Other meetings as required
- Public Transport:** To promote and encourage sustainable public transport for the Parish.
- Highways:** To consider and act on all matters relating to highways (roads and footpaths and public rights of way) in the Parish, and to liaise with and lobby GBC/SCC accordingly.
- Road Safety:** To monitor all aspects of road safety within the Parish and liaise with the Highways Department when necessary.
- Parking problems:** To monitor parking issues in the Parish.
- Street Furniture & Bus Shelters:** To manage, maintain, replace, install as required in accordance with the agreed delegated budget.
- Open Spaces & recreation:** To manage all Council owned or operated sites in accordance with the agreed delegated budget

