

## **Everton Parish Council**

### **Terms of Reference – EPC Visual Appearance Lead**

#### **1. Purpose**

To oversee and monitor the visual condition of the parish, with a focus on litter, dog waste, and general environmental cleanliness, and to ensure that concerns are identified and reported for action.

#### **2. Role**

The appointed Council Member will:

- a. Regularly survey the parish to assess the visual condition of public spaces, including footpaths, verges, green areas, and village entrances.
- b. Monitor the presence and frequency of litter, fly-tipping, and dog waste.
- c. Report problems promptly to the relevant authority (e.g. District Council or Parish Clerk) for action.
- d. Liaise with the Parish Clerk to request additional bins, signage, or public notices where needed.
- e. Promote community awareness and responsibility for keeping the parish clean.
- f. Identify hotspots or recurring issues and recommend preventative measures or campaigns.
- g. Work with other councillors and community groups on clean-up efforts or improvement projects.
- h. Provide updates to the Parish Council on findings and any actions taken or required.
- i. Liaise with the Lengthsman Scheme EPC lead to recommend areas of work in the Parish.

#### **3. Appointment and Term**

- a. The Council Member will be appointed by resolution of the Parish Council at the Annual Parish Council Meeting or as needed.
- b. The term of appointment is one year, renewable at the Council's discretion.
- c. The Council Member may be replaced or removed by Parish Council resolution at any time.

#### **4. Outputs**

- a. **Reporting:** A summary of observations and issues should be reported at each Parish Council meeting or more urgently if required. Serious incidents such as hazardous waste or persistent fly-tipping must be flagged immediately to the Clerk or appropriate authority.
- b. **Partnership Working:** Work in partnership with the Nottinghamshire County Council, and relevant authorities, for the betterment of the Parish.


#### **5. Conduct and Limitations**

- a. The Council Member must act in line with the Parish Council's Code of Conduct.
- b. These ToR do not grant authority to make binding decisions or financial commitments on behalf of the Parish Council unless formally delegated.
- c. Any disputes or serious matters must be referred to the Clerk or full Council.

## 6. Review

These Terms of Reference shall be reviewed annually by the Parish Council and amended as necessary.

Adopted by Everton Parish Council on: 7th of July 2025

Signed:  (Chair of Everton Parish Council)

EPC Visual Appearance Monitor: Councillor G Waddington

Clerk to the Council: Mr C Bryant