

# Knutsford Town Council

Town Clerk: Adam Keppel-Green

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## ASSETS AND OPERATIONS COMMITTEE

### TERMS OF REFERENCE

1. The Assets and Operations Committee ('the Committee') shall consist of six councillors and, as provided for by Standing Order 61, the Town Mayor (ex officio) and the Deputy Town Mayor (ex officio).
2. The quorum of the Committee shall be four members.
3. The Committee has delegated authority to consider and decide on matters related to:

The financial, general and day-to-day running matters of the council's estates or interests in land/buildings (except those expressly referred to any other committee) and matters related to the Council's day to day operations and general issues relating to the efficient operation of the Council as referred to it by the Council.

4. The Committee may authorise expenditure in accordance with the budget approved by Council.
5. The Committee shall annually, by 31<sup>st</sup> October, agree a recommended budget for the forthcoming financial year, which will be presented with a recommendation to the Finance Committee.
6. The minutes of committee meetings shall be presented to the next practicable meeting of the Council.