



Councillor tasks and responsibilities

The council collaborates as a team on existing and new workstreams, however first and second points of contact are noted below for routine activities.

General

Strategic planning and development
Communication / Publicity / Newsletter
Website oversight
Planning for emergency events / Risks
Finance
Planning applications
Employees
Training

Lead

Peter Irvine
Deborah Ginn
Alan Roche
Deborah Ginn
Deborah Ginn
Kevin Sheldrake
Peter Irvine
Peter Irvine

Support

Full Council
Verity Rose
Deborah Ginn
Steve Scott
Alan Roche
Alan Roche
Barbara Teal
Full Council

Facilities

Memorial Hall - General management and oversight
Sports Pavilion & grounds / Sports club Chair

Steve Scott
Kevin Sheldrake

Deborah Ginn
Deborah Ginn

Community liaison

Community Care Group and Little Baddow Societies
Neighbourhood Watch / Police
Elm Green School
National Trust / Essex Wildlife Trust
History centre
Youth Group support

Barbara Teal
Steve Scott
Kevin Sheldrake
Carla Galea
Barbara Teal, Peter Irvine, Carla Galea
Verity Rose

Peter Irvine
Peter Irvine
Steve Scott
Peter Irvine

Village presentation

Barbara Teal
Kevin Sheldrake

Highways and public rights of way

Highway maintenance
Footpaths
Road safety (including speed watch)

Carla Galea
Verity Rose
Barbara Teal

Kevin Sheldrake
Carla Galea
Stephanie Scott

Council land

EWT - Heather Hills / Fir Tree Wood / Riffhams Wood
Holybred Wood / Larger Poors Piece
Aldermanburgh Green / Cock Green / Jubilee Tree site

Peter Irvine
Alan Roche

Ian Wardle
Barbara Teal

Other woodland and open spaces

Blakes Wood
Wickhay Green play area

Kevin Sheldrake
Barbara Teal

Carla Galea
Deborah Ginn

Paper Mill

Stephanie Scott
Peter Irvine

Community representatives

Neighbourhood Watch:	Rod Barrett	Little Baddow Sports Club:	Sports Committee
Holybred Wood:	Peter Hodgson	Hall Facility Manager:	Neil Holmes