

PLANNING COMMITTEE

Terms of Reference

(Adopted on 8th December 2021)

The Planning Committee is responsible to act on the Council's behalf on matters referred to it by the Parish Council on matters relating to planning applications whether for planning permission, tree orders or representation in respect of appeals against refusal for a planning application.

1. The Committee will be subject to reconstitution annually at the Annual Meeting of the Parish Council.
2. The Committee shall consist of not less than **six** councillors appointed by the Parish Council.
3. The quorum of the Committee shall be **three** Members.
4. The Committee will meet on the first and third Mondays of the month.
5. The Committee will be responsible for the following:
 - a) Make representations to the planning authority on applications for planning permission
 - b) Make representations to the planning authority on applications for tree work.
 - c) To consider licencing requests which may be received from time to time.
 - d) To make representations in respect of appeals against the refusal of planning applications.
 - e) Identify and make representations to the relevant authority in respect of enforcement action or other matters considered to be breaches of planning regulations/permissions.
 - f) Consider and make representations to the appropriate authorities on any planning related matter or document which may affect the Parish from a planning perspective.
 - g) Review possible and planned future developments and advise other committees or Full Council as necessary.
 - h) Monitor conditions imposed on approved planning applications for compliance, reporting deviations to the planning authority.
6. The Terms of Reference under which this Committee operates will be reviewed in each scheduled Parish Election year, or annually if the Council so require, at the Annual Meeting of the Parish Council.
7. The Parish Council's adopted Standing Orders, Financial Regulations and Code of Conduct retain precedence over these Terms of Reference.