



TERMS OF REFERENCE FOR WEDMORE PARISH COUNCIL'S PLANNING COMMITTEE

MEMBERSHIP

- Up to 8 Councillors to include Committee Chair or Vice Chair
- Chair, Vice Chair and membership of the Committee will be decided at the Parish Council Annual Meeting.

QUORUM

- A Quorum will be 3 Councillors to include Planning Chair or Vice Chair-

MEETINGS

- The Committee will meet as required – usually monthly - in the Parish Rooms if this is not possible will meet via Zoom or similar.
- A record of all planning applications and the responses of the Parish Council will be recorded in the minutes.
- The Clerk will minute all meetings of the Committee and the minutes will be submitted to Councillors for adoption at the next Full Parish Council meeting.
- The Clerk is responsible for submitting the responses to the Planning Authority.

DELEGATED POWERS.

- The Committee has delegated powers to consider all planning applications

POWERS AND RESPONSIBILITIES

- To consider all planning applications
- To study relevant plans, visit relevant sites if deemed necessary and consider any comments from members of the Parish before coming to a decision.
- To consider whether to canvas opinion for and against applications to assist with a fair determination of applications.
- To ensure that all relevant parties are given an adequate hearing if they request this in accordance with the Council's Standing Orders.
- To ensure that any objection, support or recommendations are based solely on planning criteria.
- To consider environmental aspects when considering planning applications.
- To monitor the general environment of the Parish and report to the Planning Authority any potential Planning breaches.
- To respond to all consultations regarding planning issues or issues that will have an impact on Planning, the Committee is authorized to make written representation or to elect a member to attend meetings/hearings.
- When an application is subject to appeal, the Committee is authorized to make written representation or to elect a member to attend the hearing.
- To attend planning training sessions as offered by the Planning Authority or S.A.L.C. (and to read all relevant documentation to ensure the Committee is aware of current legislation and regulations).
- To always consider Wedmore Neighborhood Plan 2019 and Wedmore PC commitment to / and contents of the Green Charter in the committees' decision making process.

Date of Issue 18.11.2021

Date of next review 1.2.2023