



Planning Committee Terms of Reference

The Planning Committee is a standing committee of the Parish Council.

Membership numbers are not limited but are subject to a minimum of 5 members. All serving members of the Parish Council may request to be a member of the committee.

The quorum of the committee shall be 3 members.

The primary objective of the committee is to represent the Parish Council in planning matters referred to it by the Local and other Planning Authorities.

To fulfil this objective the committee shall undertake the following roles:

1. To review all planning applications affecting the parish and to submit consultations responses to BDBC or neighbouring Planning Authorities.
2. To review any potential breaches of planning control brought to the attention of the committee and refer to BDBC Enforcement Team as appropriate.
3. To review the implementation of the Neighbourhood Plan and the Village Design Statement within the parish and make representations to BDBC where necessary.
4. To respond to consultations from BDBC or neighbouring Planning Authorities on their development plan, including the Local Plan, supplementary planning documents and planning policies.
5. To be authorized to appoint sub-committees and/or working parties to deal with matters delegated to the committee and to delegate such powers as vested in the committee.

Where necessary, because of the timings of meetings, planning applications may be considered by a Full Council meeting.

In exceptional circumstances, because of the timings of meetings, the committee may agree its response to planning applications by email, subject to the normal quorum.

Where it is considered that an application or other planning matter is of great importance to the parish, the committee may refer it to the next Full Council meeting in order that the Parish Council's response can be debated and agreed by all members of the council.