

Sharnbrook Parish Council Planning Committee

TERMS OF REFERENCE

Membership

Up to six parish councillors to be appointed annually, normally at the Annual Meeting in May.

Quorum

Three members shall constitute a quorum.

Chairman

The Chairman to be elected by the Committee members at the first meeting after appointment each year.

Meetings

A meeting of the Committee to be held every month. Additional meetings to be arranged as required.

Meetings to be held in an appropriate publicly-accessible venue.

Public notice of meetings to be given at least three days beforehand.

Devolved Matters

The Parish Council devolves to the Committee responsibility for considering planning applications.

Delegated powers

The Committee will have delegated power to decide on the Parish Council's response to all planning applications, with the exception of controversial and large developments. Identification of such applications will be made by the Parish Council Chairman, Clerk and Chairman of Planning Committee. In these cases, the Committee will make a recommendation to the Parish Council which will take the final decision.

Minutes

Minutes of meetings, including details of all applications considered and responses made, (or recommendations in the case of controversial or large developments) to be circulated to all Parish Councillors and received at next Parish Council meeting.

Standing Orders of the Council

Standing Orders of the Council shall also apply to the Committee insofar as they are appropriate.