


Congresbury Parish Council

Planning Committee

Terms of Reference

Date of adoption by Parish Council	11 th October 2021	Next review date	2022
Signature of Chairman of Parish Council		Policy reference	004-TOR-PL

General

The Committee must at all times consider its duty to best value, equal opportunities (race, religion, gender, sexual orientation, marital status, age and any disability), crime and disorder, health and safety and human rights.

Following Standing Order 4 d (V) the Committee can appoint any Councillor as a substitute member to this committee with voting rights for any meeting. The role of a substitute member is to replace the ordinary members at a meeting of a committee if the ordinary members of the committee confirm to the Proper Officer 3 days before the meeting that they are unable to attend.

Committee responsibilities

In accordance with Council Policy this committee has delegated responsibility for all matters relating to planning and the environment. Congresbury Parish Council is a statutory consultee for all planning applications, proposals and policy documents that affect the parish area.

1. To make recommendations to North Somerset Council on all matters relating to planning, including but not exclusively planning applications, planning appeals, tree preservation orders (TPO's), enforcement notices and on planning policy reviews at local, regional and national levels. To ensure that all responses to the local authority give the Parish Council's detailed reasons for recommending either approval or refusal of the application.
2. The committee shall meet for a minimum of one meeting per month provided there are sufficient applications or planning matters to consider. The Clerk has delegated powers to review and respond to planning applications on behalf of Congresbury Parish Council in the absence of a Planning Committee meeting.
3. To update the Parish Council Planning Policy and recommend any amendments to the Full Council.
4. To hold public meetings where appropriate.
5. To request where appropriate for the Ward Councillor to 'call in' an application to North Somerset Council Planning and Regulatory Committee.
6. To include recommendations for s106 contributions/Community Infrastructure Levy in responses to North Somerset Council when necessary.