



BOUGHTON UNDER BLEAN PARISH COUNCIL

Terms of Reference **Planning Committee**

Adopted 14th June 2017

Last reviewed: April 2021

Next review: June 2022

A committee may decide its own standing orders if its appointing body (which is the Council in the case of a committee or a committee in the case of a sub-committee) has not made standing orders which apply to them.

1. The committee shall hold fortnightly meetings to discuss any current planning applications. No meeting shall be held if there are no current planning applications.
2. If it is not appropriate to hold a face to face or remote meeting, under Section 101 of the Local Government Act 1972 (LGA) and under the scheme of Delegated Powers as authorised by the Parish Council, the Clerk has authorisation to respond to planning applications (after consultation with four members of the Council who are on the Planning Committee).
3. The committee is authorised on behalf of the Council to deal with and to do all such things as may be necessary or expedient for the business of the Council in relation to all planning applications duly received.
4. All Planning Committee meetings shall be minuted and subsequently approved at a Parish Council meeting.
5. All Planning Committee matters resolved under the scheme of Delegated Powers require a report to be submitted at the next Parish Council meeting, setting out all the relevant information in relation to any action taken under the Delegation of Power and detailing the reasons why it was necessary to deal with the matter(s) out of an ordinary or extraordinary meeting.