

Wrington Parish Council Planning Committee

TERMS OF REFERENCE

Wrington Parish Council is currently a statutory consultee to North Somerset Council on all planning applications that relate to the Parish area.

The Planning Committee of Wrington is constituted to consider and to respond on behalf of the Council in respect of such applications.

Membership

All parish councillors can be appointed on to the Committee annually if they wish.

Quorum

Three members shall constitute a quorum.

Chairman

The Chairman of the Planning Committee will be elected at the Annual meeting of the Parish Council in May

Meetings

The calendar of Planning Committee meetings shall be confirmed at the first meeting after the Annual Meeting of the Parish Council.

The Parish Clerk or the Chairman of the Planning Committee may call additional Planning Committee meetings as and when necessary to ensure that all Planning Applications received by Wrington can be discussed and replied to within the required timescale.

Public notice of meetings will be given at least three clear days before the Planning Committee meeting

Planning Committee meeting will include a public participation session to enable applicants and members of the public to comment on planning applications included on the agenda.

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

Devolved Matters

The Planning Committee has the delegated authority from Wrington PC to make representations to North Somerset Council on applications for planning permission to:

- a) make representations in respect of appeals against the refusal of planning permission;
- b) identify and make representations to the relevant authorities in respect of enforcement action or any matters considered to be breaches of planning regulations;

- c) monitor, review and where necessary make recommendations to the Council for amendments to the planning consultation procedure;
- d) deal with any other planning related matter that a meeting of the Full Council considers appropriate to be referred to the Planning Committee;

The Planning Committee may have other delegated powers as agreed by the Parish Council from time to time.

The Planning Committee has an obligation to ensure that any comments received, prior to the meeting, from any relevant parties, applicants and objectors, for planning applications (not including enforcement notices) are considered at the meeting.

Minutes

Minutes of all Planning Committee meetings will be recorded by the Assistant Clerk/Clerk and circulated prior to the next Planning meeting.

All planning applications, the responses and eventual results shall be noted in the minutes.

The Assistant Clerk/Clerk will communicate to North Somerset Council the Committee's decision in respect of applications considered

Standing Orders of the Council

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

All correspondence should be conducted through the Clerks.

These terms of reference are to be reviewed annually.

Adopted: 18th May 2022