



MINEHEAD TOWN COUNCIL

PLANNING COMMITTEE

TERMS OF REFERENCE

The Committee shall be named: **THE PLANNING COMMITTEE**

Membership of the Committee shall be 8 members including the Mayor/Chairperson of the Town Council.

The Committee shall meet every month and the minutes of the meeting will be approved by Full Council.

TERMS OF REFERENCE

- To consider all planning applications.
- To study relevant plans, visit relevant sites and consider any comments from members of the parish before coming to a decision.
- To consider whether to canvass opinion for and against applications to assist with a fair determination of applications.
- To ensure that all relevant parties are given an adequate hearing if they request this in accordance with the Councils standing orders.
- To ensure that any objections or recommendations are based solely on planning criteria.
- To consider environmental aspects when considering planning applications.
- To Monitor the general environment of the parish and report to the planning authorities any potential planning breaches.
- To respond on behalf of the Town Council when a time sensitive response is required.
- To respond to all consultations regarding planning issues or issues that will have an impact on planning, the Committee is authorised to make written representation or to elect a member to attend the hearing.

- When an application is subject to appeal the Committee is authorised to make written representation or to elect a member to attend the hearing.
- To attend planning training sessions as offered by the planning authority and to read all relevant documentation to ensure that the Committee is aware of current legislation and regulations.

To make recommendations to the Council in respect of all matters within the Committees Terms of Reference.

DELEGATED POWERS

Such delegated powers as may be conferred by the Council from time to time to deal with specific matters.