

Midsomer Norton Town Council

Planning Committee - Terms of Reference

- a) **Purpose of the Committee** - To respond to the unitary authority on all submitted planning applications, land use, and highways pertaining to the Parish of Midsomer Norton.
- b) **Membership** – the Committee shall comprise 5 Members and the Chair and Vice Chair of Council ex officio. A quorum is 3.
- c) **Frequency of Committee Meetings** – Monthly
- d) **Officer Service** – Assistant Clerk/Town Clerk
- e) **Topics** –
 - To respond to the unitary authority on all submitted planning applications and to raise objection and make comments where necessary;
 - To consider the Unitary Authorities proposals for the Local Plan and to consult the electorate and make representations as necessary;
 - To consider all proposed works to trees in a conservation area and to object or make comments where necessary;
 - To note all agreed works to trees in a conservation area;
 - To consider any diversions of public rights of way and make representations to the Unitary Authority;
 - Ensuring all Committee members receive appropriate training on planning issues.
- f) **Decision Making (delegated powers)** - To respond to all matters relating to land use, planning, and highways.
- g) **Funding and Expenditure Authorisation** – the Committee shall make recommendations to the Council of any necessary funding and expenditures outside of the agreed budgets
- h) **Status** – the Committee shall be permanent.
- i) **Electronic Summons** - Local Government Act 1972 para 10(2)(b) allows for the summons for Council Committees to be sent electronically and the Planning Committee resolved to adopt this at its meeting in January 2016.