

# **BEER PARISH COUNCIL**

## **Planning Committee – Terms of Reference**

**Membership:** Six members of the Council (including the Chairman as a voting member)

### **Purpose of the Committee:**

1. To consider and make responses to any planning applications from East Devon District Council as the Local Planning Authority;
2. To consider any applications where Beer Parish Council is the applicant and to make recommendations to Council for approval prior to the submission of the application. This will also apply to any changes to the application or requests for further information

### **Conditions:**

1. Membership of the Committee to be appointed at the Annual Council Meeting in May each year
2. Meetings to be held monthly or on an as and when needed basis
3. Minutes to be presented to the next available ordinary meeting of Beer Parish Council
4. The Parish Clerk will support the Committee

### **Restrictions:**

1. The quorum shall be a third of members or 3 whichever is the lowest number.
2. The Parish Council's Code of Conduct applies to this committee
3. The Planning Committee will only consider matters within its scope and will not have delegation to approve courses of action such as writing to the Secretary of State on behalf of the Council. This falls under the remit of Council

### **Delegated Powers**

#### **General:**

Councillors will be advised by the Parish Clerk whether a particular item under discussion is within the Committee's delegated powers. If it is within the delegated powers, the minutes will record the decision as RESOLVED. If not, then the minutes will record the decision as RECOMMENDED and it will then be brought to the attention of the Council for decision.

**Specific Delegated Powers:**

1. Determination of responses to all Planning Applications
2. Determination of responses in respect of all applications relating to the preservation, felling or other works with respect to trees and tree preservation orders
3. Determination of responses to any appeal against a planning decision by East Devon District Council including the preparation of submissions to be made to an Inspector as appropriate
4. To receive a report from the Chairman of any urgent planning items or amendments to planning applications received after formulation of the agenda