



## **Planning Committee TERMS OF REFERENCE**

### **1. Remit**

To review all planning applications and respond on behalf of the council to planning consultations, and when considered appropriate send a representative of the Goring-on-Thames Parish Council to any relevant planning committee meetings of the planning authority.

### **2. Meetings**

To meet twice per month, nominally the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month, unless there is a Full Council meeting in the same week, which applications can be decided at instead.

If an application is particularly complex, at the agreement of the Chairmen of both the Council and the Planning Committee, a planning Committee Meeting and a Full Council Meeting may both be held in the same week.

The Clerk will minute all meetings of the Planning Committee and minutes will be submitted to the Parish Council at the next meeting for adoption.

The Clerk is responsible for submitting the responses to the Planning Authority. Planning responses will be circulated to members of the planning committee to approve before submitting to the SODC website.

### **3. Appointment of members**

The Committee will be comprised seven core members with a quorum of three. Members will be appointed at the Annual Council meeting. The Chairman will be elected by the Planning Committee at its first meeting after the Annual Council meeting, they may also appoint a Vice-Chairman. Committee membership substitutions can be made with any councillor of Goring-on-Thames Parish Council, this is to ensure where possible 5 members are present at all planning committee meetings.

### **4. Delegated Authority**

The Committee has delegated powers to consider all planning applications and to respond to them on behalf of the Parish Council.

### **5. Scope**

To consider all planning applications.



To study relevant plans, individual Councillors to take a view as to whether to visit relevant sites to form their opinion and consider any comments from members of the parish before coming to a decision.

To endeavour to ensure that all relevant parties are given an adequate hearing if they request this in accordance with the Council's standing orders.

To endeavour 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 Parish Council 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 hearings of the SODC Planning Committee

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.

When appropriate, seek expert opinion and guidance from other parties, for example applications relating the Neighbourhood Plan, to seek recommendations from former members of the Neighbourhood Plan team.

## **6. Review**

This Terms of Reference document was reapproved for use at the meeting of the Parish Council on 25<sup>th</sup> July 2022, it shall be reviewed periodically, at least once per council term.

Signed:

Dated: 25<sup>th</sup> July 2022

B Urbick, Chair of the Council