



# GORING-ON-THAMES PARISH COUNCIL

## Planning Committee TERMS OF REFERENCE

**2024**

### 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.

### Meetings

To meet twice per month, nominally the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday of the month.

The Assistant Clerk or 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.

### Appointment of members

The Committee will be comprised of six 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. The Clerk / Assistant Clerk will allow Committee membership substitutions to be made with any councillor of Goring-on-Thames Parish Council.

### Delegated Authority

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

### 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, such visits should be carried out from a publicly accessible place, if entry to a site is necessary Councillors should be accompanied and not discuss its merits with the applicant. Councillors may consider any comments from members of the parish but should indicate that they will have to consider all the evidence before coming to a decision. If the



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comments raise material considerations, the member of the parish should be encouraged to submit them to the planning authority.

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 and/or to elect a member to represent those views at 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.

## Review

This Terms of Reference document was approved for use at the meeting of the Parish Council on 10<sup>th</sup> June 2024, it shall be reviewed periodically, at least once per council term.

Signed:

Dated: 10<sup>th</sup> June 2024

\_\_\_\_\_, Chair of the Council