

**Planning Committee – Terms of Reference**

- The Committee will comprise up to six Members.
- The quorum of the Committee shall be three Members.
- The Committee shall undertake the following roles and functions: -
  1. To make policy recommendations to Town Council in relation to the Local Plan and in relation to the proposed provisions to existing approved strategy and local plans as and when the Council's observations are sought concerning these plans.
  2. To make policy recommendations to Town Council's policy in relation to draft supplementary planning guidance as and when the Council's views are sought by the Unitary Authority.
  3. To have delegated power to determine the Town Council's comments, observations and/or objections in relation to any planning application on which this council is consulted.
  4. To have delegated power to comment as required by other Planning Authorities on any other matters covered by the various Town and Country Planning Acts and similar legislation e.g. with regards to conservation area proposals and periodic reviews of the register of listed buildings.
  5. To carry out a planning enforcement role locally by reporting to the local unitary planning authority any alleged incidents or unauthorised development or any alleged contraventions of conditions associated with authorised developments

Approved at the Annual Meeting on 18<sup>th</sup> May 2021 0010/2122i) refers