

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

### **Authority**

The Planning Committee is appointed by and is solely responsible to Loddington Parish Council.

The Committee duties are defined and agreed by the Parish Council who may vote at any time to modify the Committee's powers.

The committee will schedule meetings if and as necessary to meet the deadlines set by the Planning Authority.

If it is felt unnecessary to hold a meeting, the planning response is delegated to the clerk in consultation with members of the Planning Committee.

### **Membership**

All members of the Committee will be members of the Parish Council. The Committee will consist of no fewer than three elected Councillors - quorum at the Committees meetings will consist of no fewer than two elected members.

At its first Parish Council meeting it will elect a Chairman to preside at its future meetings.

### **Record of Proceedings**

The decisions of the Committee will be reported by the Committee to the Full Council at the next available meeting and recorded in the minutes.

### **Responsibilities**

The committee has full delegated powers to make a decision regarding representations to the appropriate authorities regarding all planning applications in the Parish, unless on vote the planning committee decides that the application should be passed to full Parish Council due to its size, controversial nature or effect on the Parish.

The Planning Committee will have the following specific duties:

- a. To consider and respond to all planning applications referred to Loddington Parish by the planning authority
- b. All other planning matters concerning Loddington Parish
- c. All matters concerning the highways
- d. Loddington Parish environmental matters

**Approved on 15 May 2025**