

Boughton Parish Council
Planning Committee Terms of Reference

Background

Boughton Parish Council is asked by West Northamptonshire Council (WNC) (the local planning authority) to comment on planning and other applications relating to land in the parish. Where possible the Parish Council discusses and resolves its response at its regular monthly meetings. However, it is often the case that responses are required to be made in between those meetings. In order to deal with such responses, the Parish Council has established a planning committee.

Terms of Reference

1. All Parish Councillors shall be members of the Planning Committee.
2. The quorum of the Planning Committee shall be three Councillors. Those present at each meeting will elect a chairman for the meeting. The Parish Council Clerk will be the Clerk of the Committee.
3. The Committee shall meet as required, as determined by the Clerk, normally only when there is a request by WNC to respond to an application before the next meeting of the Parish Council. It shall have authority delegated by the Parish Council to respond to such applications.
4. Such meeting of the Committee shall normally be at 7pm on the last Monday of the month in Boughton Village Hall. The meeting shall be open to members of the public. The agenda will be limited to:
 - a. Noting those members present
 - b. Appointment of chair of the meeting
 - c. Inviting members of the public present wishing to speak on the subsequent agenda items to have opportunity to do so.
 - d. Resolving the Parish Council's response to planning applications for consideration where such response cannot properly be delayed until the subsequent meeting of the Parish Council.
5. The Planning Committee if it wishes may give preliminary consideration to other planning matters and report the result of such discussion to the Parish Council in due course.