

PLANNING & ENVIRONMENT COMMITTEE – TERMS OF REFERENCE

REPORTING TO: the Town Council

PURPOSE OF COMMITTEE:

1. To deal with all planning processes and refer issues to the Town Council where there are major or parish-wide implications.
2. To advise and make recommendations to the Town Council on any matters concerning the environment of the parish that the Town Council may influence, including highways, street lighting, parish paths, coastal defences, flood defences & burial grounds.
3. To recommend to the Town Council appropriate budget provisions for the current and coming financial years for items within the committee's remit.
4. To exercise the powers delegated to the committee on behalf of the Town Council as set out below.

DELEGATED AUTHORITY:

1. FOR DECISIONS ON BEHALF OF THE COUNCIL:

- Where there is a time limit for response to an application of a minor nature which falls between full Council meetings, including those on trees with Preservation Orders, these will be decided in consultation with the Chairman of the Committee, the Town Mayor, Town Clerk and Clerk to the Committee.
All applications with major or parish-wide implications to be referred to the Town Council.
- On responses on behalf of the Town Council to consultative processes on matters within the committee's remit and the environment generally

MEETINGS: Scheduled meetings on the first Monday of each month at the Guild Hall.

MEMBERSHIP: Maximum of 10 Councillors to be appointed for each municipal year

QUORUM: One third of the appointed membership

PUBLIC PARTICIPATION: Meetings are normally open to the public. The Chairman may adjourn the meeting to receive comments and views from the public on specific matters on the agenda.

TERMS OF REFERENCE AGREED BY THE TOWN COUNCIL ON 07.10.13