

Offa Community Council

Planning Committee

Terms of Reference

- The Committee will comprise up to 8 councillors who shall be appointed by a resolution of the Full Council.
- The quorum for the Committee shall be 3 members.
- The Committee can delegate all or any of its functions to an appropriate officer of the Council.
- The Committee shall undertake the following roles and functions:
 1. To appoint a chair (and deputy chair if it chooses) of the Committee.
 2. To determine its meeting dates and times.
 3. To determine the Offa Community Council's comments, support or objections in relation to any planning application on which the Council is consulted upon.
 4. To choose to provide no comment on any planning application.

Delegations:

It is acknowledged that the planning process places some specific demands on response times.

Where there is an urgent requirement to respond to a planning application, and where the LPA are unwilling to give a short extension to allow the matter to be discussed at the next scheduled planning meeting, the Clerk may provide comment on behalf of the Council (having first made all reasonable efforts to contact planning committee members for their views). The Clerk's comments should (reasonably) be in line with comments to other previous and similar applications and should be submitted following consultation with the Chair of the Committee.

(Approved at a meeting dated 9th May 2024 minute 8a refers)