

## **Bourton on the Water Parish Council ("the Council")**

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

The Planning Committee has the power to make decisions on behalf of the Council as set out below:

Number of Seats:	5
Chairman:	To be elected from the Committee
Quorate:	Minimum of 3
Term of Office:	1 year
Meeting frequency:	Twice monthly
Budget:	No budget

### **RESPONSIBILITIES**

- a) To comment on planning applications as a Statutory Consultee, taking into account the development of the parish's infrastructure, improving the aesthetic and amenity quality of the village whilst supporting conservation and the sustainable use of resources
- b) To consider and comment on strategic planning issues that may impact on the village
- c) To consider all issues relating to Flooding and local flood defences

### **DUTIES AND POWERS**

- d) To make the relevant decisions or responses on behalf of the Council, for the overall responsibility of the above and, when appropriate, to refer matters to full Council for approval.
- e) To refer major or contentious applications to Council with recommendations
- f) To respond to planning applications and consultations in a timely manner
- g) To agree projects/activities for the committee on an annual basis and to manage and monitor them
- h) To authorise correspondence that will not, in itself, result in council expenditure or bind the council to any course of action, except for that already approved or provided for in the annual budget
- i) To co-opt suitable community and/or outside representatives onto the committee, as necessary
- j) To present minutes to Council after each meeting for information/consideration/approval