

LITTLE CHART PARISH COUNCIL

PLANNING COMMITTEE

The Parish Council resolves to set up a Planning Committee to deal with Planning Applications that are considered to be non-contentious. Contentious items will be ALWAYS referred to the full Parish Council.

The Planning Committee will meet to deal with Planning Applications when:

- i) The normal bi-monthly Parish Council meeting is not being held
- ii) The Borough Council are unable to give an extension of time to the Parish Council
- iii) Due to exceptional circumstances, the time constraints on the Agenda of a full Parish Council meeting mean that the Planning Applications cannot be fully discussed

In normal circumstances, when the return date for the application allows for it to be discussed at the monthly Parish Council meeting, the Clerk will send the plans to the Chairman, who will liaise with the other members, to ensure that, they have all seen the Planning Applications prior to the meeting, attended a site meeting if necessary and agreed upon their recommendation prior to the full council meeting.

The Committee should try to ensure that at least 2 members always see the plans prior to their being presented to the full Parish Council meeting.

A Member of the Planning Committee will then report back to the full Parish Council meeting and advise councillors of the Planning Committee's recommendations. The decision of the full council will be communicated to the Planning Officer by The Clerk, or in her absence, by a member of the Planning Committee.

Where the full council is unable to deliberate the planning applications, for any of the reasons stated above, (i – iii), then it is the responsibility of the Chairman of the Planning Committee to call a meeting of the Planning Committee.

The Committee will arrange to meet, on a suitable evening, at a venue fully accessible to members of the public. An agenda must be published on the notice board, at least 2 days before the meeting and sent to all Parish Councillors, as they may attend the Planning Committee meeting if they wish. All decisions regarding Planning Applications will be communicated to Ashford Borough Council by The Clerk or in her absence by a member of the Planning Committee, to arrive by the due date.

The Planning Committee shall consist of 3 Parish Council Members who will be appointed yearly.

The quorum for a Planning Committee Meeting is 3.

The Chairman has the casting vote

All decisions taken at meetings of the Planning Committee must be minuted and reported back to the next full Parish Council Meeting.

The members of the Planning Committee must pay due regard to the Standing Orders of the Parish Council.

The following were elected to serve on the Planning Committee on 9 May 2016

Councillors:-

Miss J Ladds (Chair)

Mrs J Hayward

Mr A Diebel

Ex Officio Member:-

Mr R Brasier