

PLANNING COMMITTEE

TERMS OF REFERENCE

1. Delegation

1.1 Great Glen Parish Council has agreed to adopt the Terms of Reference for the Planning Committee at its meeting held on 7 July 2020 and has recorded the decision under Minute POL006/19

1.2 Great Glen Parish Council will review these Terms of Reference at its Annual Parish Council meeting each year.

2. Membership

2.1) The Committee shall consist of a minimum of four Councillors who shall be appointed each year at the Annual Parish Council Meeting.

2.1) The quorum of the Committee will be THREE members.

3. Procedures

3.1) The Committee will operate within Great Glen Parish Council's Standing Orders and Local Government Law.

a) At the Annual Parish Council Meeting of Great Glen Parish Council the Parish Council shall select the Councillors to serve on this Committee.

b) A chairman will be elected for the forthcoming year from amongst its membership at the first meeting following the Annual Parish Council Meeting.

3.3) The Committee will submit all its minutes of meetings for ratification to the next appropriate meeting of Great Glen Parish Council.

3.4) The Committee will submit a budget, if appropriate, via the Finance Committee to the Council for the forthcoming financial year at the appropriate meeting in November.

3.5) Standing orders further accord the Planning Committee Chairman, or the Council Chairman, and the Clerk to the Council, permission to make response to Harborough District Council on planning matters in the event that tight timescales preclude the calling of a Planning Committee and/or Full Council within a specific deadline, subject to the item being formally approved at the next Planning Committee or Full Council meeting.

3.6) The Planning Committee has responsibility for resolutions to Harborough District Council with a report to Full Council to include the following matters.

New Full Planning Applications (FUL)

Revised Full Planning Applications (REV/FUL)

Listed Building Consent (LBC)

Advertisement Consent (ADV)

Outline Planning Permission (OUT)

Certificate of Lawful Use (CLU)

County Matters Application (CMA)

Conservation Area Consent (CON)

Non-material Amendments (NMA)

Approval of Reserved Matters (REM)

3.7) The Parish Clerk will provide administrative support for the Committee

4. Meeting Dates

4.1 The schedule of meetings shall be agreed at the Annual Parish Council meeting.

4.2 The Committee shall meet once a month unless otherwise agreed.

5. Committee Functions

The Committee shall:

5.1 Act as a Statutory Consultee on behalf of the Parish of Great Glen in all planning matters related to the Parish and the Neighbourhood Plan.

5.2 Exercise the powers and duties of Great Glen Parish Council in respect of the powers conferred to it from time to time under the Town and Country Planning Acts and the Orders and Regulations made under them.

5.3 Decide Great Glen Parish Council's responses to consultations on planning applications received from Harborough District Council and forward them in writing to that planning authority.

5.4 Make recommendations to Harborough District Council on statutory and non-statutory planning policy documents.

5.5 Select from its membership a person or persons to represent Great Glen Parish Council at site meetings, public enquiries and at any planning or highway related group or organisation to represent Great Glen Parish Council's previously agreed views.

5.6 To consider and take action on all other matters that are of a general nature relating to the Town and Country Planning Acts and related legislation.

5.7 To consider the effects of developments on the public transport system.

5.8 Careful scrutiny and monitoring shall be undertaken regarding the

expansion of commercial activities in or close to residential areas to ensure that noise levels and smells will not be intrusive and that any proposals are not detrimental to the visual amenity of the area.

5.9 To monitor and comment upon, where appropriate, the proposed erection of telecommunication masts, power lines and other similar structures.

5.10 To encourage a close working relationship with neighbouring areas on planning issues that may affect the communities.

5.11 Participating with public and private sector interests in Parish enhancement schemes and local conservation.

5.12 To support the Clerk with representation to Harborough District Council on behalf of Great Glen Parish Council to secure Section 106 funding where possible.

5.13 To support the Clerk to actively liaise with the relevant departments of Harborough District Council in all matters related to planning and highway issues

5.14 To consider and formulate a response if appropriate on highway and transportation consultations and information documents from relevant authorities and organisations.

5.15 To consider and comment on all other matters that are of a general nature relating to the highway network within Great Glen.

5.16 Actively promote and protect all footpaths, bridleways and other Rights of Way in Great Glen.