

TERMS OF REFERENCE FOR THE PLANS & HIGHWAYS COMMITTEE

<p>These rules are supplemental to, and do not in any way override, the Parish Council's standing orders &/or financial regulations.</p>
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1. The Plans & Highways Committee will be constituted of 6 members of Council with the Chair of Council as an ex-officio member.
2. Members will be elected at the Annual General Meeting.
3. The Chair and Vice- Chair of the Committee will be chosen by the members of the Committee.
4. The Committee will meet as often as the Chair feels is necessary; this will usually be once a month.
5. The Committee has delegated powers to make decisions on all planning applications brought before it. The Committee may defer major development applications to Full Council.
6. The meetings will be minuted by the Parish Clerk or a member of the Committee in their absence.
7. Members of the public should be given adequate time to voice their views. This is at the discretion of the Chair, but would normally be three minutes.
8. Members of the Committee should make themselves aware of the location of each application before the meeting and preferably visit the site subject to statutory access restrictions.
9. The Chair of the Committee should encourage all members to be as up to date as possible with all planning legislation and other relevant planning matters.
10. The Committee will be a forum for all Highways (pavements & roads) within the Parish and propose courses of action to deal with any issue.