HASSOCKS PARISH COUNCIL TERMS OF REFERENCE

PLANNING COMMITTEE

Membership of the Planning Committee

1. The Planning Committee comprises of a minimum of seven Councillors and is subject to a quorum of a minimum of three Councillors

2. Membership of the Committee will be decided at the Annual Parish Council meeting each year, subject to the proviso that the Chair and Vice-Chair of the Parish Council shall, in any event, be *ex officio* members

Chairperson

3. The Chair of the committee will be elected by the committee at its first meeting after the Annual Parish Council meeting.

4. The Vice-Chair of the committee will be elected by the committee at its first meeting after the Annual parish meeting.

Conduct of Meetings

5. All meetings of the Planning Committee will be convened in accordance with the Parish Council's standing orders.

6. Meetings will be minuted by the Clerk/Deputy Clerk to the Council or another member of staff.

Responsibilities

7. To consider planning applications in respect of properties and development within the parish of Hassocks and to:
- Determine whether to support or object on the Parish Council's behalf
- Submit comments and recommendations on the Parish Council's behalf to the District Council as required.

8. To study relevant plans, visit relevant sites and consider any comments from members of the public before deciding whether to submit comments or recommendations of support or objection.

9. To ensure any objections or recommendations are based solely on planning criteria.

10. To consider consultations and correspondence regarding planning issues, including the infrastructure of the village, which may impact on planning at local regional or national level, and to respond on the Parish Councils behalf.

11. To take note of decision notices in respect of planning applications received from the District Council.

12. To take note of any new legislation or regulations, changes in policy or other developments affecting the planning process, and any briefings received, and to participate in any relevant training.

13. To liaise with the District and County Council where appropriate

14. To consider applications for road closures

15. To consider issues relating to Public Rights of Way

Financial Responsibilities

16. Planning Committee shall be empowered to:

Authorise expenditure provided such expenditure is:-

- Consistent with the responsibilities and areas of operation of the Planning Committee
  and
- Within the budget set for Planning as part of the Council's overall budget or within any additional budget for Planning authorised by Full Council or the Policy Resources and Communications Committee during the course of the financial year.