



## **Planning Committee Terms of Reference**

### **1. Committee**

The Committee is constituted as a Standing Committee of Lymm Parish Council.

### **2. Membership**

The quorum of the Committee shall be a minimum of four members and up to six members agreed at the Annual May meeting. Other members can be assigned to the Committee if a vacancy arises. The Chairman of the Parish Council shall, in any event, be an ex-officio member of the Committee above the six members.

### **3. Voting**

Only the above may vote and participate at a meeting. In the case of an equal vote the Chairman of the Committee shall have a second or casting vote. The Chairman of the Parish Council is entitled to vote.

### **4. Powers**

The Committee is authorised to make decisions on behalf of the Parish Council and report these to Warrington Borough Council or the relevant authority, deciding whether to support, object or comment on applications.

### **5. Budgetary and Financial Consideration**

The Committee has no direct budgetary responsibilities and must make a recommendation to Full Council for expenditure at the next available meeting.

### **6. Interests**

If a Member has a personal interest as defined by the Parish Council's Code of Conduct then he/she shall declare such interest as soon as it becomes apparent, disclosing the nature and extent of the interest as required.

If a Member who has declared an interest then considers the interest to be prejudicial, he/she must withdraw from the meeting during consideration of the agenda item to which the interest relates.

### **7. Chairman**

The Chairman is to be elected at the Annual Parish Council Meeting in May. The Chairman must not serve more than 3 years continuous service.

### **8. Meetings**



The Committee meets every three weeks to fit with Warrington Borough Council's timetable of meetings. If Warrington changes its schedule, the Committee will reconsider its frequency of meetings.

## 9. Conduct at Meetings

All meetings of the Planning Committee will be convened in accordance with Local Government legislation and the Parish Council's Standing Orders and Financial Regulations.

Meetings will be supported and minuted by the Clerk to the Council and minutes will be received at the next meeting of the Full Parish Council. Minutes will be tabled for approval at the following Planning Committee.

## 10. Responsibilities and Core Purposes

- a. To safeguard the village from loss of green belt land and consider the environmental impact of planning in Lymm and beyond
- b. To represent the needs and views of the community with respect to planning matters within Lymm and submits comments to Warrington Borough Council for them to make an informed planning decision
- c. To comment on all planning applications that relate to Lymm and provide these to Warrington Borough Council or the relevant authority
- d. To consider representations for and against planning applications
- e. To consider Planning Appeals within the Parish or outside the Parish that have an impact on Lymm
- f. To consider S106 requests to Warrington Borough Council
- g. To respond to planning related consultations
- h. To keep updated with planning legislation and changes to policy at a local, regional and national level.

## 11. Terms of Reference

To review the Terms of Reference of the Planning Committee when necessary and make appropriate recommendations to Full Council.

## 12. Admission of the Public and Press

The Public and Press may be admitted to all meetings. If required they may be temporarily excluded by means of a special resolution as follows: "In accordance with the Public Bodies (admission to Meetings) Act 1960 and the Local Government Act 1972, ss100 and 102, the following agenda items are likely to be considered with members of the public and press excluded from the meeting for the reason that the nature of the business being discussed is of a confidential nature and that matters appertaining to the employment of staff are confidential."