

Upton Parish Council

Planning & Development Committee

Terms of Reference

As agreed at Full Council 3rd April 2017 – to be reviewed May 2018

- 1) This Committee shall be called the Planning & Development Committee (P&D).
- 2) The P&D Committee shall meet at any time as necessary or appropriate.
- 3) The P&D Committee shall be an Executive Standing Committee of Upton Parish Council and is appointed annually. As such it is autonomous; its decisions and recommendations do not require ratification by Council unless a matter is specifically referred. It is subject to the same general rules of conduct in relation to meetings as set out in the Council's Standing Orders / Code of Conduct. Full Council retains the capacity to consider all planning matters at its Full Council meetings.
- 4) The Committee shall consist of 5 voting members, elected by full council, with a quorum of 3 members. The Chair of the Council will be an ex-officio Member of the Committee. Membership of the P&D Committee shall be determined annually at which time the Chairman for the Committee will be elected.
- 5) The P&D Committee will receive and comment upon planning applications referred to it by the planning authority for Northampton Borough Council; or any authority so empowered to do. The Committee will also:-
 - Receive and comment upon matters relating to any other planning issue.
 - Receive and comment upon consultative papers received from the Borough or County Councils relevant to the Local Development Framework or the Country Structure Plan.
 - Receive and comment upon consultative papers received where they refer to Planning Issues.
 - Respond to requests for Street naming in accordance with the Borough Council.
- 6) The Committee shall have the power to set up working groups as and when appropriate to further the tasks as identified in 5 above. These groups shall report to the Committee on a regular basis or as specifically instructed.
- 7) Any funds required by the Committee to discharge its obligations shall be sought by application to the Finance & General Purposes Committee or Full Council, whichever is most appropriate or timely.