

SHADOXHURST PARISH COUNCIL

PLANNING COMMITTEE

The Parish Council resolves to set up a Planning Committee to deal with Planning Applications that are considered to be non-contentious. Contentious items will be ALWAYS referred to the full Parish Council.

The Planning Committee will meet to deal with Planning Applications when:

- i) The normal monthly Parish Council meeting is not being held
- ii) The Borough Council are unable to give an extension of time to the Parish Council
- iii) Due to exceptional circumstances, the time constraints on the Agenda of a full Parish Council meeting mean that the Planning Applications cannot be fully discussed

In any of the above circumstances, the Planning Committee will arrange to meet, at a venue fully accessible to members of the public. An agenda must be published on the noticeboard, at least 2 days before the meeting and sent to all Parish Councillors, as they may attend the Planning Committee meeting if they wish. All decisions regarding the Planning Applications will be communicated to Ashford Borough Council by The Clerk, or in her absence by a member of the Planning Committee, to arrive by the due date.

IN NORMAL CIRCUMSTANCES THE CLERK WILL SEND THE PLANS TO THE CHAIRMAN OF THE PLANNING COMMITTEE, WHO WILL LIAISE WITH THE OTHER MEMBERS, TO ENSURE THAT THEY HAVE ALL SEEN THE PLANNING APPLICATIONS, IF NECESSARY ATTENDED A SITE MEETING AND AGREED ON A RECOMMENDATION PRIOR TO THE FULL COUNCIL MEETING.

A Member of the Planning Committee will then report back to the full Parish Council meeting and advise councillors of the Planning Committee's recommendations. The decision will be communicated to the Planning Officer by The Clerk, or in her absence, by a member of the Planning Committee.

The Planning Committee shall consist of 3 Parish Council Members who will be appointed yearly. At least 2 members should see the plans prior to their being presented to the full Parish Council meeting with a recommendation as to the decision.

If no full Parish Council meeting is to be held, or for one of the other reasons stated above the full Parish Council is not deliberating the Planning Applications, then it is the Chairman of the Planning Committee's responsibility to call a meeting of the Planning Committee.

The quorum for a Planning Committee Meeting is 3.

The Chairman has the casting vote

All decisions taken at meetings of the Planning Committee will be minuted and reported back to the next full Parish Council Meeting.

The members of the Planning Committee must pay due regard to the Standing Orders of the Parish Council.

The following were elected to serve on the Planning Committee on 11 May 2016:-

Councillors:-

Mr M Richmond Coggan (Chair)

Mrs C Procter

Mr K Carroll

Ex Officio Member:-

Mr Ledger