

Terms of reference: Planning Working Group

Adopted on:	19 th May 2026
Adopted at:	Annual Meeting of the Council 2026
Last reviewed:	19 th May 2026

Planning Working Group

Purpose:

To review delegated planning applications for summary to the Full Council meeting

Scope:

Review delegated applications and make recommendations to the Full Council, with consideration of development of the village as a whole.

Authority:

Appointment of Committees: Section 102(4) of LGA 1972

Planning application comments: Town & Country Planning Act 1990, Sch 1, para 8

Membership:

Council only membership. Councillors appointed via nomination from the Parish Council.

- Nigel Hole - Councillor
- Barry Thunder – Councillor
- Matt Vallender – Parish and Ward councillor

Meeting arrangements

The Working Group are not required to hold meetings unless they feel it necessary. Delegated applications to be circulated via email from the Clerk. Working Group members to agree recommendation via email and notify Clerk of any print outs required for the Full Council Meeting.

Reporting

The Committee will present their recommendations to the Parish Council at the Parish Council Meeting as informed by the Clerk.

Resources and budget

None – Print costs to be taken from administrative budget (Revenue)

Deliverables

Summary of delegated applications and recommendations

Asset register

To check any equipment or items used by the group and held on the asset register yearly (usually February) and review value in coordination with the Clerk. To inform the Clerk of any changes to such equipment or insurance requirements during the year.

Review

Annual Meeting of the Council (May)