



Planning and Development Committee Terms of Reference

1. The Planning and Development Committee Functions
 - i) Responds to local planning applications as a statutory consultee.
 - ii) Responds to Government and principal authority consultations relating to planning matters.
 - iii) Monitors progress and effectiveness of the Odiham and North Warnborough Neighbourhood Plan ensuring it is current and fit for purpose.
 - iv) Ensures other local planning policies are updated for local needs such as the Odiham and North Warnborough Conservation Area Appraisal.
 - v) Puts forward the Council's agreed projects for consideration of Section 106 developers' contributions.

2. In carrying out these functions, the Committee
 - i) Is informed by national and local planning policies including the Odiham and North Warnborough Neighbourhood Plan, which was strongly supported by the community.
 - ii) Is informed by the Odiham and North Warnborough Conservation Area Appraisal.
 - iii) Supports sustainable development which is economically, environmentally and socially sound.
 - iv) Has regard for local need for affordable and self-build housing.
 - v) Makes decisions which protect and enhance the heritage and environmental assets within the community.
 - vi) Acknowledges Climate Change and biodiversity net gain in all planning decisions.

3. General
 - i) The Committee holds delegated authority from the Council as defined under item 2d of the Council's Standing Orders.
 - ii) All serving Councillors may request to be appointed to the Committee and membership is agreed at the Annual Council Meeting.
 - iii) The Council may appoint a Chair and Vice Chair of the Amenity Areas Committee at the Annual Meeting of the Council may elect a Vice Chair as per Standing Order no 2e(vi).
 - iv) The Committee will be quorate in accordance with the Standing Order 1w.
 - v) The Committee may nominate representatives to participate in joint working parties and to represent the Council on external committees.
 - vi) In the case of responses to planning applications, the Committee may exceptionally, if necessary for timing reasons, agree its response by email, subject to the normal quorum.
 - vii) Planning applications shall be circulated, normally by e-mail, to all Committee members with the agenda.
 - viii) If a committee member is unable to attend a meeting, they should circulate their comments to other committee members at least 48 hours before any committee meeting.
 - ix) If three councillors or the Clerk consider an application to be of great importance to the parish, they may request a deferral and pass the decision to the next Full Council.



- x) The Committee allows members of the public, applicants and agents to address the committee on planning applications under consideration in accordance with Standing Orders 1e-n.
- xi) Where an application is subject to an appeal, the Committee is authorised to make written representation or to elect a member or members of the Committee to attend the hearing or inquiry to present the council's views to the Planning Inspector.
- xii) The Committee may nominate a representative from the Committee to attend the Planning Authority's planning meetings to represent the Committee's views in respect of planning applications.
- xiii) The Committee may request a site visit prior to determining the Council's response to an application or defer a decision until a site visit has taken place.
- xiv) All external correspondence and responses to applications will be conducted via the Clerk.
- xv) These Terms of Reference shall be reviewed by the Full Council at the Annual Meeting.