

Holbrook Parish Council

Planning Committee: Terms of Reference

The Committee will comprise all members of the Council.

The quorum of the Committee shall be four members.

Non-council members may be co-opted for specific projects, this will be previously approved at a full council meeting.

The Committee will meet in public when it is required, with the proviso that notice of at least three clear days must be given.

The Committee shall undertake the following roles and functions:

- (1) To make recommendations to the council;
 - (i) In relation to the approval or otherwise of any development plan or strategy proposals under planning legislation affecting the parish;
 - (ii) In respect of representations to the Local Planning Authority in support of any departure application;
 - (iii) In relation to any arrangements between the parish council and the Local Planning Authority about the involvement of the parish council in the discharge of planning functions;
- (2) To make representations to the Local Planning Authority on any other application referred to the parish council and on any other planning matter that affects the parish where this cannot be considered by full Council due to time or other constraints.

Reviewed at HPC Annual Meeting 19th May 2025