

**DURSLEY TOWN COUNCIL**  
**THE PLANNING COMMITTEE**

**TERMS OF REFERENCE**

**AGREED at COUNCIL ON 7<sup>th</sup> NOVEMBER 2017**

- 1) The Planning Committee is a Standing Committee of the Town Council.
- 2) Its functions are:
  - (a) To consider and respond to Planning Applications submitted to Stroud District which relate to Dursley, under the executive powers of the Town Council which have been delegated to this Committee with regard to the making of representations on Planning Applications to the Local Planning Authority and to the Inspector of the Department of the Environment on Planning Appeals.
  - (b) To consider and comment on matters of Town and Country Planning which relate to the town.
  - (c) To consider and comment on national and local plans which relate to the town.
  - (d) To deal with matters referred to the Committee by the Town Council.
- 3) As with other Standing Committees, the Chair and Vice-Chair are elected at the time of the Annual Meeting of the Town Council.
- 4) A Planning Applications Panel of three Committee members shall be appointed in alphabetical rotation of name and the Chair and Vice-Chair of the Committee shall be permanent members of the Panel. The Panel's duty is to consider Planning Applications which require urgent attention between Planning Committee meetings.
- 5) The Planning Committee shall meet once a month at 6.30 p.m. on a Tuesday and at other times (in consultation with the Clerk) with due notice and agenda.
- 6) If between meetings a matter is regarded as being of major importance, the Chair, Vice-Chair or majority of the Planning Applications Panel may direct, in accordance with Council's Standing Order section 6, that a full meeting of the Planning Committee be called.
- 7) As appropriate, written reports shall be presented or the Chair of the Planning Committee shall report at the next full Council meeting on the decisions made by the Committee under the executive powers granted to it by the Council.