

## REDBOURN PARISH COUNCIL

### PLANNING COMMITTEE

<b>Membership</b>	A minimum of 4 Councillors, with an elected Chair and Vice Chair.	
<b>Frequency of Meetings</b>	<p>The Planning Committee will meet every three weeks at the Parish Centre. Meetings are held on Tuesday evenings and commence at 7.30pm</p> <p>Or</p> <p>As and when required, to consider important matters of urgency, on the authority only of the Chairman, Chairman of Planning and the Parish Clerk.</p>	
<b>Matters Delegated to Committee</b>	All planning applications that affect the Parish are reviewed by the Planning Committee.	
<b>Obligations and responsibilities</b>	<p>The obligation of the Committee is to inspect these planning applications within or liable to impact on the parish of Redbourn and to make formal recommendations and representations on behalf of the Parish Council to the St Albans District Council (SADC) Planning (Development Control) Committee North and Planning Committee, or other statutory authorities and the Department of the Environment which will assist the determination of those authorities.</p> <p>The Committees are further responsible for assessing appeals, appeal results, tree preservation orders, and alterations and making representations where required.</p> <p>Correspondence from various societies and members of the public must be mentioned or discussed at Planning Committee meetings, and the required action, if any, taken.</p> <p>The Committee will also be responsible for matters relating to the Strategic Local Plan (SLP) and Detailed Local Plan (DLP) and National Planning Policy Framework (NPPF), referring decisions relating to these issues to Council for ratification. Members will be required to attend meetings called especially for that purpose, together with any other Councillors who may wish to attend.</p> <p>The Planning Committee Chairman shall be responsible for ensuring that all planning applications, appeals and other related matters are considered within the legal time limits.</p> <p>Maintain a list of recommendations from the Committee to the District Council detailing recommendations on all applications which should be considered by the SADC Planning</p>	Town & Country Planning Act 1990 s1 ss8; Local Government Act 1972 s15 ss20

	<p>(Development Control) Committee North.</p> <p>A member of the Planning Committee may be chosen, when necessary, to attend the SADC Planning (Development Control) Committee North Meeting, and</p> <ol style="list-style-type: none"> <li>1. Make such representations on behalf of the Council as the Committee may determine.</li> <li>2. Observe and record the decisions of the SADC Planning (Development Control) Committee North, and report back to the Committee.</li> <li>3. Transmit the decisions of the SADC Planning (Development Control) Committee North to the Parish Clerk's office in order that the Council's records be properly maintained.</li> </ol> <p>The Chairman or other appointee of the Committee shall be responsible for attending meetings of the SADC Planning Committee, Neighbouring Councils, other statutory Authorities and planning enquiries to act as an observer and report back to the Committee or to speak on behalf of the Council as instructed by the Committee, as and when the opportunity arises.</p>	
<b>Site Visits</b>	Some applications may require site visits and it may be necessary for Councillors to visit applicants or objectors to discuss issues. A letter of introduction is available to all Committee members for this purpose.	
<b>Queries With The District Council</b>	Some applications may require discussion with the District Council Planning officers or the Chairman of SADC Planning (Development Control) Committee North in order to clarify certain aspects.	
<b>Tree Preservation Orders</b>	Councillors are also encouraged to identify trees of particular significance, which may be worthy of preservation, and advise the Committee.	Town & Country Planning Act 1990 s1 ss8; Local Government Act 1972 s15 ss20
<b>Listed Buildings</b>	Power to contribute to the preservation of historic buildings	Essex Act 1987 s48
<b>Parish/Neighbourhood Plans</b>	Consider, generate or implement <ul style="list-style-type: none"> <li>• Parish survey</li> <li>• Neighbourhood Plan/Parish Plan</li> <li>• Village Design Statement</li> <li>• Supplementary Planning Document</li> </ul>	Localism Act 2011
<b>Community Right to Build</b>	To receive representations from community groups under the Community Right to Build which allows small scale, site specific community lead projects.	Localism Act 2011