

LAPWORTH PARISH COUNCIL

PLANNING WORKING GROUP

TERMS OF REFERENCE

Purpose

The Planning Working Group consider the details of planning applications referred to Lapworth Parish Council by the Local Planning Authority and make observations to the Council.

Authority

The working group is appointed by and solely responsible to the Council. The working group's terms of reference are defined and agreed by the Council. The working group has no authority to make decisions or act on behalf of the Council and cannot bind the Council to a particular course of action. All planning applications are also considered at the public meetings of the Council.

Membership

All members of the working group shall be members of the Council and any member of the Council may attend its meetings.

Meetings

The working group is advisory. It does not need to give notice of its meetings and does not need to meet in public. The working group may meet in-person or online. The working group does not need to have a quorum to conduct business.

Record of Proceedings

The working group is not required to make a record of their meetings. Members of the working group give a verbal report of the group's observations at meetings of the Council.

Expenditure

The working group has no authority to incur expenditure.

Signed (Chair): Clive Henderson

Date: 14th February 2022

Date for next review: February 2024