



AYLESHAM PARISH COUNCIL

TERMS OF REFERENCE: Planning, Environment & Transport Committee

Membership of the Committee:

- Five members of the Council – Committee Chair plus four members.

Purpose of the Committee

- The Committee will have delegated powers, under S101 of the Local Government Act 1972, to consider and make observations to the relevant body on matters of Planning, Environment and Transport.

Aims and Objectives:

The role of the Committee is as follows:

- To receive and make observations on local applications for planning permission
- To receive and note decisions of the planning authorities in respect of local planning applications
- To receive and note appeals against refusal of local applications
- To receive and discuss matters relating to enforcement action or breaches of planning regulations
- To observe local public entertainment licence applications
- To observe local street naming proposals
- To discuss and suggest courses of action relating to appropriate environmental issues
- To receive and note Local, District, County and Regional development plans and policies
- To discuss and make necessary observations or representations regarding traffic, transportation, street lighting and highway issues.

Meeting Arrangements and Frequency

- Meetings will be held monthly on a proposed and agreed date and time each month.
- A calendar will be agreed at the Annual Council Meeting.
- Election of the Committee Chair will be at the Annual Parish Council Meeting.
- An appropriate Officer will record meetings.
- Meetings will begin at the time agreed and stated on the agenda.
- Standing Orders on rules of debate and on interests of members in contracts or other matters shall apply.

Quorum

- A minimum number of three Committee members are required for decision-making purposes.

Reporting and Accountability

- The Committee is a Standing Committee of the Council and as such will refer any major planning applications to be ratified by Full Council.
- Should an important decision requiring Full Council consideration be needed prior to a scheduled monthly meeting, an EGM will be arranged.



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Review Arrangements

- The appointment of the Committee will be considered at the Annual Parish Council Meeting who may decide to alter or dissolve the Committee as required.