

Planning Committee

Terms of Reference

Cuxton Parish Council is an advisory body to the Local Planning Authority, Medway Council, for all planning applications that relate to the parish area.



1. Purpose of Committee

1.1 To make recommendations to the council in relation to the approval or otherwise of any development plan or strategy proposals under planning legislation affecting the parish.

2. Delegated Powers

2.1 Make representations to the Local Planning Authority on applications for planning permission which have been notified to the Council.

2.2 Make representations in respect of appeals against the refusal of planning permission.

2.3 Identify and make representations to the relevant authorities in respect of enforcement action or any matters considered breaches of planning regulations.

3. Membership

3.1 A minimum of three members of the Full Council elected to serve on the Committee, at the Annual Meeting of the Cuxton Parish Council.

3.2 All members so elected, are voting members of the Planning Committee.

3.3 Two members of the Planning Committee will constitute a quorum.

3.4 A Chairman and Vice-Chairman are to be elected annually by the Committee at the first meeting after the Annual Meeting of the Cuxton Parish Council.

3.5 The Chairman and Vice Chairman shall hold office until the next Annual meeting of the Cuxton Parish Council as per their Standing Orders.

4. Meetings

4.1 Generally planning decisions will be taken at Cuxton Parish Council meeting as outlined in the calendar of meetings confirmed at the Annual Meeting of the Cuxton Parish Council.

4.2 Additional meetings will be called if a planning decision is required before the next scheduled Cuxton Parish Council meeting.

5. Review

5.1 These terms of reference are to be reviewed annually at the Annual Meeting of the Cuxton Parish Council.

Signed: *G. Chalker* Chairman

Date: 20/06/2024