

SHERSTON PARISH COUNCIL

PLANNING SUBCOMMITTEE TERMS OF REFERENCE

The purpose of the subcommittee is to review all planning applications within the parish council area, and to provide comment to Wiltshire County Council Planning Department on behalf of the Parish Council. The subcommittee has no specific powers to approve or reject applications, but can provide recommendations.

Approach

The subcommittee will consider each application with regard to its impact on the local area. Issues to be considered are

- The appearance of the proposed development related to the surrounding buildings
- The overall impact of the character of the village
- Loss of open land or other amenity
- Impact on nearby residents
- Cumulative 'massing' effects, particularly of infill development
- Road access, parking, increased traffic and other road safety issues
- Any expected effect on local services (e.g. schools).

In addition the subcommittee will use any specific local knowledge to highlight potential problems (e.g. flooding or drainage problems) to the planning department.

While each application has to be considered individually, the subcommittee will highlight problems due to over development, or to problems with the mix of housing (e.g. too many extensions reducing the availability of smaller housing) to the Parish Council.

Procedures

The formal consideration of applications will take place at the monthly Parish Council meetings, either during the meeting or in a subcommittee meeting immediately afterwards. Members of the public (including applicants) are welcome to attend and comment on applications.

The subcommittee may decide to defer decisions on some applications until a site visit can be made and then make a decision. The time and place of the site visit will be announced at the above formal consideration of the application. Members of the public (including applicants) are also welcome to attend the discussion after the site visit and comment on the application.

The quorum for a subcommittee meeting (either after the main parish council meeting or as a site visit) will be three members of the subcommittee.

New build and Change of Use applications will normally be discussed within the main Parish Council meeting who will decide on the Council's response to the application. However if a site visit is required the Parish Council will delegate that to the subcommittee.

Voting

In the event of the subcommittee not agreeing unanimously on a response there will be a vote of the subcommittee. In the event of a tie the subcommittee chair will have a further casting vote.

Declaration of Interest

In the event of a member of the subcommittee having an interest in an application he/she will declare that interest and not have a vote on the response. However he/she may take part in the discussion as a member of the public.

Having an interest in an application includes the following:

- Being an applicant or close relative of an applicant

- Having a financial or other interest in the outcome of an application
- Owning or renting property (or having a close relative who does so) that is immediately affected by the applicant
- Any other interest that might be considered to influence a member to consider an application other than purely on the above 'Approach'.

Membership

Although the subcommittee consists of specific permanent members, any other parish councillor may attend the meetings and will for the meeting be a subcommittee member with the same rights and responsibilities as a permanent member.

This document was discussed and approved at the Sherston Parish Council meeting held on the 8th January 2009.