



## Planning Committee Terms of Reference

Composition:	Preferably each Ward must have at least one representative assigned to the Committee although it is not a requirement that each Ward be represented at every meeting.
Chairmanship:	Chair and Vice Chair to be elected from the members of the committee at the first meeting in each council year
Non-members:	Any member of the Council can attend and may participate at the discretion of the Chairman but may be asked to leave if the press and public are excluded.
Quorum:	3
Meetings:	As required
Timing:	As per agenda
Venue:	As per agenda
Reports to:	Full Council

### **Terms of Reference & Matters Delegated to the Committee:**

1. Full delegated authority to make responses on behalf of St Mewan Parish Council to all applications for development in and outside St Mewan Parish Council area (including Listed Building, Conservation Area consents, Tree Preservation Orders, (consent for advertisement displays etc) received from Cornwall Council.
2. To review council planning policy and procedure, make recommendations to full council to ensure that the council can meet any additional requirements of the planning process.
3. The St Mewan Neighbourhood Development Plan, having been approved by Cornwall Council on the 23<sup>rd</sup> May 2018 will be used as part of the development plan for Cornwall in development management decisions in the Parish of St Mewan, pursuant to section 38A (4) of the Planning and Compulsory Purchase Act 2004. St Mewan Parish Council will use the Plan as part of its judgement in all planning applications. The Council will be open and transparent in all its discussions and decisions; however, the Parish Council is only a statutory consultee and the final planning decision will be taken by Cornwall Council.

4. To respond to consultation documents regarding tree preservation and other matters regarding general land development.
5. To consider all appeals against planning refusal by Cornwall Council within St Mewan Parish Council area and to submit comments to the Planning Inspectorate.
6. To consider any proposals for new and reviews of the National Planning Policy Framework, Cornwall Local Plan, St Mewan Neighbourhood Development Plan and any other consultation documents of a planning nature and to make recommendations to the Council.
7. During Planning Committee meetings members of the public may speak at Public Participation as on the agenda, at the discretion of the Chairman and with the approval of members of the Planning Committee
8. Consultation with other relevant bodies with similar interests, including other Parish Council committees and sub-committees, and consideration of their recommendations.
9. St Mewan Parish Council have adopted the Pre- Application Protocol for Local Councils that was recently adopted by the Cornwall Planning Partnership. More information can be found at:  
<https://www.cornwall.gov.uk/environment-and-planning/planning/local-councils/planning-partnership-meetings/>
10. St Mewan Parish Council will be open and transparent in all pre-application Community Engagement meetings, having an obligation to engage. Therefore, members may ask questions and express an opinion for or against the proposal at this meeting, our minds are not closed, and the Planning Committee will only conclude on whether to support the scheme or offer an objection after they have considered the final planning application documents, noted all public objections based on material planning grounds, or public support and have listened to the full debate.
11. To follow the Cornwall Council Planning Protocol and:
  - a) Attend determination at committee meetings when necessary.
  - b) Where details of pre-application planning enquiries have been made public, comments are not sought at this stage. If following the advice given in response to a pre-application request, a developer/agent submits a planning application, there will be an opportunity for the St Mewan Planning Committee to comment.  
Members of the public can contact the applicant/agent direct beforehand using their details, provided on line, to make Cornwall Council aware of any concerns.
12. To liaise with applicants to ensure communities in the Parish benefits from Community Benefit payments, Community Infrastructure Levy and s106 agreements.

**Matters not delegated to the Planning Committee:**

The authority to enter into any legal agreement concerning the financial benefit to the Parish.

**To note:**

Whilst St Mewan Parish Council are statutory consultees, the final decision on all planning applications rests with Cornwall Council.

Adopted 12<sup>th</sup> September 2018  
Minute No:OC53/18