

Axbridge Town Council

Planning and Licences Committee (A standing committee of the council)

Chairman and Committee membership

Chairman: to be elected by the committee at the first meeting each year.

Mayor (ex officio)

Deputy Mayor (ex officio)

3 (minimum) other councillors

Remit

Duties:

To meet as required (usually once or twice a month) to consider and give opinions on current planning applications and licence applications and to receive all planning related correspondence.

To produce minutes of the Committee meetings to inform Council of the decisions made.

Powers:

To make observations, recommend approval or raise objections on behalf of the Council with relevant authorities on small applications, i.e. those which relate to no more than one property. (An application which relates to more than one property should be determined by full council, unless the Council delegates the specific application to the planning committee for determination.)

To liaise with local authorities, service providers, other organisations and members of the public about small applications.

The committee will examine all larger applications on behalf of the council and make recommendations to council on these.

The committee will deal with all correspondence relating to small planning applications and advise on all other planning related correspondence including strategic planning, the local development framework, minerals planning and affordable housing.

The committee will consider all other planning related matters raised by councillors and advise council accordingly.

The committee will deal with all enforcement issues brought to the attention of the council.

The committee will deal with all questionnaires and surveys related to planning and development on behalf of the council.

The committee will respond to any Licence Applications relating to the sale of alcohol and entertainment.

The committee will respond to any Temporary Road Closure applications on behalf of the Council.

Any of the above matters considered to be particularly contentious by the Mayor, Chairman of the Planning Committee or Clerk should be referred to full Council for a decision.

If a properly called meeting of the committee is found to be inquorate at the start or becomes inquorate during the meeting the clerk has delegated powers, as defined in standing orders, which may be used.

Adopted by Council on 20th June 2011 (minute 31/11(b) refers)