



BARTON UPON HUMBER TOWN COUNCIL

PLANNING COMMITTEE TERMS OF REFERENCE – 2026/2027

These rules are supplemental to, and do not in any way override, the Town Council's Standing Orders &/or Financial Regulations.

Membership of the Planning Committee

- a) Membership of the committee will be as decided at the Annual Town Council meeting each year, and will consist of a maximum of seven members.
- b) The committee shall be subject to a quorum of three members.

Chair / Vice Chair

- a) The chair of the committee will be elected by the committee at its first meeting after the Annual Town Council meeting.
- b) The vice-chair of the committee will be elected by the committee at its first meeting after the Annual Town Council meeting.

Conduct of Meetings

- a) All meetings of the Planning committee will be convened in accordance with the Town Council's standing orders.
- b) Meetings will be minuted

Powers of the Planning Committee

The Planning committee shall be empowered to:

- a) To act on behalf of the Town Council in respect of any planning issues and, in particular, to:
 - Support or object to planning applications on the Town Council's behalf as appropriate.
 - Submit comments and recommendations regarding planning applications to the Unitary

Authority on the Town Council's behalf to include suggested conditions to specific applications.

c) To respond on the Town Council's behalf to consultations regarding planning issues or issues, including the infrastructure of the town, which may have an impact on planning.

Responsibilities and Areas of Operation of the Planning Committee

a) To consider planning applications in respect of properties and developments in Barton Upon Humber. - Decide whether to support or object on the Town Council's behalf. - Submit comments and recommendations on the Town Council's behalf to the Unitary Authority as required.

b) To study relevant plans, visit relevant sites and consider any comments from members of the public before deciding whether to submit comments or recommendations of support or objection.

c) To ensure that any objections or recommendations are based solely on planning criteria.

d) To consider consultations and correspondence regarding planning issues or issues, including the infrastructure of the town, which may have an impact on planning at local, regional or national level, and to respond on the Town Council's behalf as appropriate.

e) To take note of decision notices in respect of planning applications received from the Unitary Authority.

f) To take note of any new legislation or regulations, changes in policy or other developments affecting the planning process, and any briefings received, and to participate in any relevant training.

g) To liaise with the Unitary Authority and any other groups, sub groups or organisations regarding planning issues and other issues, including the infrastructure of the town and environmental improvement schemes, which might have an impact on planning.

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Review

These Terms of Reference shall be reviewed annually by the Town Council and amended as necessary.