



**SALFORD PRIORS PARISH COUNCIL
PLANNING COMMITTEE STANDING ORDERS**

Document Control	
Minute Number	18.1.23 Item 6
Adopted On	18.1.23
Reviewed	
Review Date	Jan 2024

Chairperson & Deputy	To be elected annually	Facilitator	Clerk to the Parish Council
Membership	Elected annually by Full Council – 4 members – Chair appointed from membership.		
Frequency	To meet statutory planning response to Planning Authority requirement of 21 days by public meeting as appropriate.	Duration & Time	Approx. 1 hour Start 7:00pm
Meetings	Parish Council Meeting Room / Memorial Hall / TOPs (<i>Dependent on application</i>)		
Quorum	<ul style="list-style-type: none"> o Three councillors 		
Purpose	<ul style="list-style-type: none"> o To provide a group which will assess current planning applications that affect the parish, formulating responses on behalf of the Salford Priors Parish Council. o To report to Full Parish Council on all related matters. o To consider amendments to planning application; those amendments considered as de minimis in nature will be dealt with by e-mail / Zoom meetings at the discretion of the Clerk to the Council. 		
Objectives	<ul style="list-style-type: none"> o To assess planning applications from Salford Priors Parish residents, businesses external organisations and groups, resolve on behalf of the council and comment to the appropriate Planning Authority. o To assess planning issues from other agencies and parishes that may have an impact on the Parish of Salford Priors, including those from neighboring authorities of Wychavon District Council and Worcestershire County Council. o To assist with the monitoring of the Salford Seven Neighbourhood Development Plan and housing needs objectives. o To assess County Mineral & Waste applications and respond with a decision o To address Salford Priors Parish Council projects which may require planning applications. 		
Agenda	<ul style="list-style-type: none"> o Apologies o Declarations of Interest o Minutes of last meeting o Planning Applications o Planning Notice of Decisions o Correspondence o Propositions to Full Council o Urgent Business at the discretion of the Chair o Date of next meeting (<i>Clerk to advise 3 Days Public Notice</i>) 		
Related meetings	<ul style="list-style-type: none"> o Full Council o Council and Public Forums o Salford Seven Neighbourhood Development Plan Monitoring o Other Parish Council Committees / Working Groups 		
Inputs	<ul style="list-style-type: none"> o Public participation o Minutes of last meeting o Planning applications o Planning advice documents o Online information 		
Outputs	<ul style="list-style-type: none"> o Minutes of the last meeting (which will be circulated for approval via email as soon as possible after the meeting). o Comment and respond to local & neighbouring Planning Applications. o Salford Seven Neighbourhood Plan Monitoring and Review. o Planning advice for Parish Council projects. o Items for consideration at Full Parish Council meetings. 		