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TERMS OF REFERENCE – TOWN DEVELOPMENT & PLANNING

Date adopted: 19th July 2022

Review date: Annually - May 2023

Version Control:

Version	Date	Author	Rationale/Detail
0.1	19/07/2022	Town Clerk	

Membership

The Committee shall consist of 8 Members with an equal split between East and West Wards

Delegated Responsibility

The Committee has delegated authority to deal with the following matters to conclusion:

- At three weekly meetings to consider all planning applications sent for consultation from Mendip District Council;
- To comment on behalf of the Town Council on planning applications;
- To deal with requests for street naming;
- To deal with consultation on request for street trading licenses and to deal with matters pertaining to Licensing Acts;
- To make observations as necessary, to the responsible authority or organization on matters affecting the environment and public transport in the town;
- To consider and resolve issues affecting roads, highways, development, environment or relating to planning matters upon which the Town Council is consulted or in which to the Town Council has an interest
- To determine matters related to economic development of the town and make recommendations

to the Town Council and principle authorities.

- To receive feedback periodically form the Neighbourhood Plan Steering Group
- To receive feedback periodically on matter related to regeneration of the Town Centre
- To set up such sub committees and working groups as necessary

Referred Business

To consider and make recommendations to the Town Council and/or Policy and Resources Committee on the following matters:

- To comment on all planning applications of a major strategic nature;
- To comment on Local and Structure Plans, Waste and Mineral Plans;
- To comment on all major developments proposals affecting the environment of the town centre and the town as a whole;
- To comment on developments, which, in the opinion of the Committee would be of benefit to the town;
- To comment where appropriate on footpaths, bridle ways and rights of way
- Budget estimates to be prepared no later than November each year;