

Mulbarton Parish Council

Terms of Reference

Planning Working Group

Purpose

To ensure the planning policies of Mulbarton Neighbourhood Plan and South Norfolk Local Plans and NPPF policies are delivered in a co-ordinated and cohesive manner. Working in conjunction with the Planning Department at South Norfolk District Council, the working group will also provide a detailed report at each Annual Parish Council meeting.

Role and activities

The parish clerk will advise the group of new applications upon receipt. These will be compared to MNP, LP and NPPF policies. A report on the compliance of these applications with those policies, and recommendations on comments to submit, will be delivered to council prior to the relevant monthly meeting. Planning applications will be monitored to ensure that all conditions imposed on an application are met.

Membership

The working group will consist of a minimum of 2 lead councillors with others stepping in where appropriate. Representatives may also be asked to join the group as non-voting members. Professional advice may be taken on complex applications subject to full council approval.

Timeframes

Membership will be agreed at the Annual Parish Council Meeting or added to the agenda of another meeting if requested by a councillor.

Frequency of meetings

Meetings to be held as planning applications dictate.

In line with Local Government Act 1972 s101, as this group is not a committee there is no delegated authority. This group will report back to full council with updates and any recommendations relating to its purpose.

This document was approved by Mulbarton Parish Council on 7 November 2022