

# HURST GREEN PARISH COUNCIL

## **Terms of Reference for the Planning Committee**

The Planning Committee considers the planning and environmental aspects of development in the Parish and immediate surrounding area.

### **Committee membership**

Committee membership is approved at the Annual Meeting of the Parish Council which is held in May each year and will generally include all parish council members who do not wish to abstain from planning meetings

### **Chair**

The Committee Chairman and Vice-Chairman are elected at the first committee meeting after the Annual Meeting of the Parish Council. The Chairman and Vice Chairman shall hold office until the next Annual meeting of the Hurst Green Parish Council as per their Standing Orders.

### **Frequency of meetings and quorum**

The committee will generally meet on a Tuesday once every month and also during a Full Council meeting as required to meet the programme for planning submissions. This may be varied depending on the amount of business at any one time.

Three members of the Planning Committee will constitute a quorum.

### **Terms of Reference**

1. To consider all planning aspects of development within the Parish.
2. To decide the Council's responses to consultations on planning applications from Rother District Council.
3. To make recommendation to the Council on statutory and non-statutory planning policy documents.
4. To respond to any consultation documents relating to planning policies.
5. To select from its membership a person or persons to represent the Council at site meetings and public enquiries to represent the Council's previously agreed views as required
6. To reserve the right to put to full council any application which the committee feels all members should respond to.

*These terms of reference were agreed by Hurst Green Parish Council at its meeting on the 25<sup>th</sup> November 2025*

Signed Cllr. Derek French

Chair HGPC Planning Committee

Dated 25<sup>th</sup> November 2025