

Eydon Parish Council

Planning Working Group Terms of Reference.

1. To consider extraordinary or complex planning issues and present deliberations with relevant conclusions to full and open Parish Council Meetings for resolution or further discussion.
2. The Planning Working Group shall comprise of at least 3 Parish Councillors, typically the Chairman, Vice-Chair and one other Councillor, the Clerk may be in attendance.
3. The Parish Council may, when necessary, invite supplementary non Parish Councillors to assist the Working Group should additional technical expertise/professional experience be required.
4. The Planning Working Group shall act solely as an advisory body to the Parish Council.
5. The occurrence of Meetings and membership of the Planning Working Group shall be determined by the Parish Council as necessary.
6. The Meetings of the Planning Working Group shall normally be closed to the public and press but will be open if specifically instructed by the Parish Council.
7. The venue for closed meetings shall be determined according to convenience and minimising the cost to the Parish Council. The venue for open meetings shall be according to the criteria for normal Parish Council Meetings.
8. The Clerk shall ensure 3 clear working days notice is given with regard to the occurrence of an open meeting via the Parish Council noticeboard.