

LEDBURY TOWN COUNCIL

MAJOR PLANNING APPLICATIONS WORKING PARTY

TERMS OF REFERENCE

The purpose of the Working Party is responds to issues related to traffic and travel management by way of recommendations to the Economic Development & Planning Committee.

1. Membership

Members of the Working Party will be appointed every year at the Annual Town Council meeting and will consist of both Town Councillors and members of relevant local groups/organisations.

The Membership will be made up of Councillors, stakeholders, and representatives of local community groups.

Council Members of the Working Party will be appointed on an annual basis at the Annual Meeting of the Town Council.

2. Chairman

A Chairman will be appointed for the working party every year at the first meeting of the Working Party.

The Clerk will ensure minutes are taken from the meeting ensuring the capture of any actions proposed. This report will be submitted to the next meeting of the Economic Development & Planning Committee for consideration.

3. Powers

Working Parties cannot make decisions on behalf of the Town Council, and any recommendations made by this group will be subject to approval by the Economic Development Committee, Finance Committee and/or Council. This group has no budgetary powers.

The Council's Standing Orders apply to all meetings of the Working Party.

4. Responsibilities and Areas of Operation

- i. To develop and maintain the Ledbury Town Council Development Response template
- ii. To make recommendations to the Economic Development and Planning Committee in respect of response to major development applications
- iii. To review and make recommendations on any other planning issues that the Economic Development and Planning Committee deem appropriate
- iv. To consider all related consultations from Central Government, Hereford Council, and other stakeholder groups

