



Wheldrake Parish Council

wheldrakepc@gmail.com

Terms of Reference for Planning Working Group

Planning Working Group Terms of Reference

1. The Planning Working Group exists to examine planning applications in the village and Parish of Wheldrake.
2. That the Working Group should consist of up to five members of the Parish Council but no less than three.
3. Any Councillor having a disclosable interest will not be involved in the Parish Council's response.
4. To appoint a Chair for each meeting.

Process

1. All Councillors should register on the City of York Planning Portal and request updates relating to Wheldrake Parish. This action is mandatory for members of the PWG.
2. The PWG members, shall look at each individual planning application.
3. They shall then report to the next Parish Council meeting with their comments, alongside the application papers.
4. The PWG Chair will report to the Clerk who will advise all Councillors in case there are any other comments to be made. The Clerk will then notify City of York Council of the Parish Council's response.
5. For any application that is considered to be significant and/or have strategic implications for the village, the Clerk, in conjunction with the Chairman of the full Parish Council, will decide which matters are to be handled by the PWG and/or a meeting of the full Council. The Clerk will then advise the Parish Council as a whole whether the application will be dealt with by the PWG or by the scheduling of a meeting of the full Council.

Adopted on:2017

Signed: S. Mercer, Chairman
Wheldrake Parish Council