

# Tutnall & Cobley Parish Council

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## SCHEME OF DELEGATION

### URGENT DECISIONS OF THE COUNCIL

- 1 Urgent decisions required between scheduled meetings of the Council are delegated to the Clerk in consultation with the Chairman (and Vice Chairman) of the Council.
- 2 Decisions made under this delegation will be reported to and minuted at the next Meeting of the Council.
- 3 Under this delegation, where appropriate, the Clerk may decide that an Extraordinary Meeting of the Council be called to deal with the urgent matter.

### PLANNING MATTERS: DELEGATION TO THE CLERK & NOMINATED COUNCILLORS

- 1 The Council, as Statutory Consultee, delegates all decisions arising under Development Control consultations to the Clerk in consultation with one or more named Councillors determined by Council.
- 2 The Clerk will arrange for relevant papers to be circulated to the named Councillors who should return them as soon as possible, together with their comments, to the Clerk for determination of the Council's response within the prescribed consultation period.
- 3 Decisions made under this delegation will be reported to and minuted at the next Meeting of the Council.
- 4 Under this delegation, and in particular with regard to controversial or major development proposals, the Clerk in consultation with the Chairman, may decide that a Parish Meeting and / or Extraordinary Meeting of the Council be called to consider the matter or that the matter be referred to the next Council Meeting, whichever is appropriate.

**Dated: 12<sup>th</sup> February 2026**

**Signed:** .....  
Chairman

**Signed:** .....  
Clerk