Battle Town Council

Planning and Transport Committee
Terms of Reference

Committees of the Council shall, at all times, act in accordance with the standing orders of the Council.

Objectives

1 To ensure that the views of the Council on planning matters are effectively and fully expressed to the District and other Councils.

2 To develop policy and make recommendations to Council in relation to parking, public transport, highways and footpaths in the Battle area and to liaise with other Authorities having responsibilities in these fields.

3 As far as is reasonable and lawful to take into account the views of residents on matters for which the Committee is responsible.

4 Monitor progress of the Neighbourhood Plan.

Specific

5 To consider planning applications for land in the Council's area and those outside that area which might affect the town, and to inform the Planning Authority of the Council's views;

6 To consider development plans (eg County Structure Plan; District Local Plan; Waste Local Plan; Minerals Local Plan; Regional Planning Guidance), Highways and Transport Plans and other consultation documents which impact on the town and its environment and, in terms consistent with the Strategic Plan of the Council, to comment to the relevant agency;

7 To form Neighbourhood Plan Implementation, Monitoring & Review sub Committee and receive reports and recommendations as appropriate;

8 To monitor activity within the Town Council's area and to inform the Planning Authority of suspected breaches of planning control;

9 To consider and comment on to the relevant bodies the accessibility and efficiency of local transport provided by those bodies and to suggest improvements.

10 To monitor the condition of the footpath network and consider suitable action: to agree for Council staff to carry out minor work; or ensure that repairs and maintenance requirements are reported to East Sussex County Council.

11 To take responsibility for the Mount Street overflow car park and ensure that any necessary repairs and maintenance are carried out.

12 To maintain and repair bus shelters for which the Council is responsible.

Membership

13 The membership shall be a minimum of three members nominated by the Full Council at its Annual Meeting or at any other time that a vacancy arises plus the Chair and Deputy Chair of the Council. The Chair and Deputy Chair of the Committee shall be selected by Council at its Annual Meeting. The Chair, and in his or her absence, the Deputy Chair of the Committee shall chair the meeting concerned.

Mode of operation

14 The Committee shall meet on the second Tuesday of the month, with additional meetings as and when required to consider planning applications and any other business.

15 The Committee shall report to the Council and present a report twice a year on progress in relation to the Committee's objectives and the Council's Strategic Plan.

16 The Committee shall establish sub Committees or working groups as required to monitor and deliver reports on specific areas of its responsibilities.