

Composition and Terms of Reference for the Cobham & Sole Street Planning Group.

Membership: Cllr Elliott (lead), Cllr Booth, Cllr Dyer, Cllr Haig, Cllr Dymond. (to be reviewed at the Annual Parish Council meeting)

Terms of Reference

To consider and make recommendations as authorised on the following:

- All planning applications referred to Cobham Parish Council by Gravesham Borough Council.
- All other planning matters concerning Cobham & Sole Street.

All members of the group have an equal responsibility to consider and comment on all planning applications.

The group will consider developing a Neighbourhood Plan incorporating its own Planning Policy and Strategy.

Responsibilities:

Dealing promptly with planning applications, procedures and appeals.

Reporting back to the full Parish Council on a monthly basis or at the regular meetings.

All members of the group must share their comments with the other members of the group by email for inclusion in the final response or declare an interest.

The lead councillor is the main liaison point with the planning department and has responsibility for drafting the Parish Council's response ensuring it is ready for the borough council's deadline.

The clerk to keep a record of responses.