

THE COMPOSITION AND TERMS OF REFERENCE FOR THE PLANNING GROUP

MEMBERSHIP: Cllr Dyer (lead), Cllr Booth, 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 the parish of Cobham.

Responsibilities: planning policy and planning applications, procedures and appeals. To report back to the full Parish Council on a monthly basis at the regular meetings.

Members must share their comments, concerns with all members of the group by email for inclusion in the final response.

The lead councillor has responsibility for drafting the Parish Council's response ensuring it is ready for the borough council's deadline and will be the main liaison point with the Gravesham planning office. The lead councillor will schedule responses to meet the deadlines set by the Planning Authority, the clerk to keep a record of response.

External reports: As required.