

Carlton Parish Council

FOR THE ATTENTION OF MEMBERS OF THE PARISH

You are hereby invited to attend the meeting of Carlton Parish Council Finance Committee on **Tuesday 7th June 2022 at 7.30pm at Carlton Methodist Chapel, School Room.**

In accordance with the provisions of the Public Bodies (Admission to Meetings) Act 1960 the public and press may attend the meeting.

Helen Phillips

Clerk to Carlton Parish Council

Agenda:

1. Election of Chairman

To elect the Chairman of Carlton Parish Council Planning Committee.

2. Apologies for Absence

To receive apologies for absence and consider the reasons for absence.

3. Declarations of Interest

To receive disclosures of personal and prejudicial interests from Councillors on matters to be considered at the meeting.

4. Terms of Reference

To review the Planning Committee Terms of Reference. (pages 2 - 3)

5. Planning Applications

- 5.1** To consider the planning application for a 150 house development of Mill Lane, Carlton.
Planning application reference:- 2022/0399/OUTM
<http://www.selby.gov.uk/view-applications-public-access>

- 5.2** To consider the potential outline planning application for housing development off Station Road, Carlton. (as this is still in the consultation phase there is no planning application reference yet)

6. Date of next meetings

Venue: Carlton Methodist Church

- 6.1** Finance Committee: 13th June 2022 at 7.30pm.
6.2 Parish Council: Tuesday 28th June 2022 at 7.30pm.

Item 4**Terms of Reference for the Planning Committee****1. Membership of the Planning Committee**

- 1.1** Membership of the Planning Committee shall comprise of all council members of the Parish Council, to be reviewed and confirmed each year at the Annual Meeting of the Parish Council.
- 1.2** Any changes in membership of the Planning Committee, after the Annual Meeting of the Parish Council shall be subject to approval at the next Full Meeting of the Parish Council.
- 1.3** Quorum for the Planning Committee shall be three members. If the meeting is or becomes inquorate, no business shall be transacted, and the meeting shall be closed.

2. Convening of Meetings

- 2.1** Ordinary meetings of the Planning Committee shall be convened by the clerk.
- 2.2** The convening of meetings shall be carried out in accordance with the Parish Council's Standing Orders.
- 2.3** Extraordinary meetings of the Planning Committee shall be convened by the chair of the committee.
- 2.4** The convening of extraordinary meetings shall be carried out in accordance with the Parish Council's Standing Orders.
- 2.5** The Planning Committee can appoint a Sub-Committee (made up of at least 3 councillors) to review and respond, on behalf of the council, to small planning applications. There is no delegated power to the Sub-Committee to respond to Selby District Council on large developments or contentious planning applications.
- 2.6** A member of the Planning Sub-Committee will take the minutes of the meeting and provide them to the Clerk, prior to a Council meeting for approval.

3. Chairing of Meetings

- 3.1** The Chair of the Planning Committee shall be elected annually, by the Planning Committee, at the first meeting held after the Annual Meeting of the Parish Council.
- 3.2** The Chair of the Planning Sub-Committee will be appointed at the first meeting.

4. Clerk to the Planning Committee

- 4.1** The Clerk to the Parish Council shall act as the Clerk of the Planning Committee.
- 4.2** The clerk shall minute the proceedings and resolutions of the Planning Committee in accordance with the Parish Council's Standing Orders.

5. Approval of Minutes

- 5.1** The minutes of the meeting shall be approved by the Planning Committee at the next meeting and provided to full council, for information.
- 5.2** The minutes of the Planning Sub-Committee will be submitted to the Planning Committee for approval.

6. Powers of the Planning Committee to Act on Behalf of the Parish Council

- 6.1** The Planning Committee shall be empowered to act on behalf of the Parish Council to consider and make observations to the relevant body on matters of Planning, Environment and Transport during the months when there is not a Full Council Meeting. (August and December)

7. Responsibilities of the Planning Committee and Sub-Committee

- 7.1** To make observations on local planning applications based upon the following material planning considerations, provided below*

7.1.1 Overshadowing/ Loss of outlook to the detriment of residential amenity (though not loss of view as such)

7.1.2 Loss of sunlight.

7.1.3 Overlooking and loss of privacy.

7.1.4 Highway issues: traffic generation, vehicular access, highway safety.

7.1.5 Noise or disturbance resulting from use, including proposed hours of operation.

7.1.6 Smells and fumes.

7.1.7 Loss or effect on trees.

7.1.8 Adverse impact on nature conservation interests and biodiversity opportunities.

7.1.9 Layout and density of building design, visual appearance and finishing materials which may detract from the visual amenity of the village.

7.1.10 Adequate and appropriate landscaping or means of enclosure.

7.1.11 Sufficient off street parking facilities provided for developments/change of use of properties (minimum 1 space per residence).

7.1.12 Incompatible or unacceptable uses.

***There may be other material considerations not included here**

7.2 To make observations on local street naming proposals for consideration by the Full Council at their monthly meeting.

7.3 To make observations on proposed local village signs, local street/village furniture (e.g., seating, heritage signs, community shelter) for consideration by the Full Council at their monthly meeting.