

Terms of Reference: Planning Committee

Aim: The Deal Town Council Planning Committee will make representation to the Local Planning Authority on applications for planning permission i.e. to recommend support, no objection or refusal of an application – if refused reasons will be given that are in line with the NPPF (National Policy Planning Framework) and other relevant policies.

Status: The Planning Committee shall be a Standing Committee of Deal Town Council appointed at the Annual Meeting of the Council. It has the power to make decisions which support aims of the committee without the need to refer to Full Council unless a matter is specifically referred up. It is subject to the same general rules of conduct in relation to meetings as set out in the Council's Standing Orders.

Membership: The Committee shall consist of elected Members of Deal Town Council. Its quorum shall be 3.

Co-options: Co-opted members shall be representatives of organisations and individuals who in the opinion of the Committee shall enhance the effectiveness and representation of the Committee. The Committee will submit co-option recommendations to Full Council for decision. Co-opted members shall not have voting rights.

Meetings: Meetings of the Committee shall normally take place monthly. The time, date and place of meetings shall be determined by the Council at the Annual Council Meeting, or otherwise by the Council.

Budget: If appropriate, recommend to the Finance & General Purposes Committee revenue or capital expenditure.

Objectives:

- Making representations in respect of appeals against the refusal of planning permission.
- Making representations in respect of enforcement action or breaches of planning regulations.
- Making representations regarding street naming.
- Considering and monitoring any development plans relating to the town and making appropriate representations.
- Making representations to the appropriate Planning Authority in respect of all other planning matters not referred to above.
- Making representations on all Licensing applications to Dover District Council, as notified by it.
- Making representations and attending at the Court proceedings (where necessary) on all applications for Justices/Transfer of Justices Licences to the Magistrates when notified of such applications.
- Making representations to the appropriate authority in respect of highway issues related to planning applications and road traffic orders.

- Making representations to the appropriate authority in relation to the provision and maintenance of all street furniture within the town.
- All other matters which are the responsibility of third-party agencies and affect directly the Town's responsibilities under the town and country planning legislation.
- Should a meeting of the planning committee be inquorate, or an extension for a response cannot be secured, the Planning Clerk and the Town Clerk are both authorised to respond to planning applications on the council's behalf after consultation with the Chairperson and Vice Chairperson of the Planning committee when possible
- Protect, conserve, and enhance Deal's built environment and distinctive heritage by ensuring that any development is sustainable, with sufficient infrastructure to support it and that all development meets the highest environmental standards.

Reviewed and agreed: F/C 30.09.25