

# SWAINSTHORPE PARISH COUNCIL

Locum Clerk: Mrs J King  
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## Planning Committee Terms of Reference

### Main Function

- To consider local planning applications and other planning issues relating to the Parish.
- The Committee has delegated powers to consider planning matters relating to Swainsthorpe Parish and to respond accordingly.
- The Committee is constituted as a Standing Committee of Swainsthorpe Parish Council.

### Composition and Quorum

- The Committee composition shall be all Councillors as voting members.
- The quorum will be three members.

### Frequency of Meetings

- Meetings will be called by the Clerk as and when required.

### Reporting Back to Full Council

- Minutes of all committee meetings and a record of all planning applications, the responses and eventual results shall be reported to the full council and noted in the minutes.