

# ABINGDON TOWN COUNCIL

Report to	Town council
Meeting date	20 March 2024
Report author	Ron Spurs, Locum Governance and Projects Officer
Agenda item	12

## PLANNING COMMITTEE

### 1. Purpose of the Report

- 1.1 This is an updated version of a report considered by the Finance, Governance and Asset Management (FGAM) committee on 5 March 2024 (minute F105/23), the committee recommended that the terms of reference for a new standing committee to consider planning matters, to replace the planning panel, be approved.

### 2. Summary

- 2.1 At the meeting of FGAM held on 27<sup>th</sup> September 2023 Minute F49/23 states “It was **proposed** by Cllr Forder, **seconded** by Cllr Halliday, and **RECOMMENDED** to the town council that a new standing committee be created to consider planning matters, to replace the Planning Panel”. This recommendation was agreed by the town council on 4 October 2023 (minute T99/23).
- 2.2 FGAM recommended the terms of reference below to the town council (minute F105/23).

### 3. Action required

- 3.1 The town council is asked to approve the terms of reference and membership for the planning committee as set out at Appendix 1 to this report and resolve to establish the new committee immediately after the annual council in May 2024.

### 4. Link to strategic plan and objectives

- 4.1 To develop a resilient, sustainable town which will provide a home for residents now and in the future.

### 5. Background

- 5.1 See paragraph 3 above.

6. **Key information and options**

6.1 See Appendix 1.

7. **Climate change/green implications**

7.1 None

8. **Financial/budget implications**

8.1 None.

9. **HR implications**

9.1 An officer has been identified to Clerk the Committee.

10. **Supporting papers and appendices**

10.1 Appendix 1 – Structure and Terms of Reference for the proposed planning committee.

**Appendix 1**

**Structure and Terms of Reference for the proposed planning committee**

**Planning Committee**

Membership: 5 Councillors plus the Mayor and the Chair of Finance, Governance and Asset Management Committee (ex officio).

**Committee Purpose:**

- i. Strategic: define and oversee projects, programmes and services which work towards the council's objective "To manage the council's assets efficiently and effectively to meet the needs of the community now and in the future."
- ii. Operational: To manage all matters relating to planning and licensing on behalf of Abingdon-on-Thames Town Council. The council is consulted by the district council in relation to planning applications and licensing applications. To exercise this power in an efficient, effective and focused manner the council will appoint a planning committee comprising of five members including a Chair and Vice Chair which will meet approximately every three weeks to consider planning applications.
- iii. Specific delegations:

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- 1) The committee will have authority to consider and comment on any plans which have been registered on the Vale of White Horse District Council's website and about which the town council has been asked for its views.
- 2) Make recommendations to the district council on street naming and to make representations to the district council regarding house naming and street numbering.
- 3) To consider and monitor strategic, county, district, and other developmental plans, proposed listed buildings, conservation areas, tree preservation orders and building preservation orders which impact upon Abingdon-on-Thames, and the making of all appropriate representations.
- 4) Oversee the town council's involvement in the development of a neighbourhood plan.
- 5) Review, adopt and develop other planning policies which it may consider to be desirable for Abingdon.
- 6) The making of representations to the appropriate planning authority in respect of other planning matters not otherwise referred to.
- 7) To consider all matters relating to highways, footpaths, and bridleways, and to make representations to other authorities regarding these matters.
- 8) To consider all matters relating to transportation and car parking issues, traffic regulations orders and to make representations to other authorities regarding these matters.
- 9) To consider all matters relating to Licensing referred to the council by the Vale of White Horse Council Licensing team.
- 10) To convene a multi-agency Traffic Advisory Committee in accordance with the constitution agreed between the relevant local authorities.