



STANLEY TOWN COUNCIL

NOTICE OF MEETING

I hereby give notice that a meeting of the Personnel Committee of Stanley Town Council will be held on Tuesday, the 5th April at 6.00pm at Stanley Civic Hall.

TO ALL MEMBERS of STANLEY TOWN COUNCIL PLANNING COMMITTEE

W. Nixon (Chair)	D. Mills	D. Walker	L. Marshall	J. Charlton
A. Clegg	C. Bell	M. Wilkinson	B. Nair	G. Graham
J. Nicholson	R. Harrison	C. Thompson	L. Elliott	D. Marshall
T. Davinson	C. McKee	R. Ferris	D. McMahon	D. Tully

You are hereby summoned to attend a meeting of the Planning Committee of Stanley Town Council to be held in Stanley Civic Hall on Tuesday the 5th April 2016 at 18.00 in order to transact the following business:

Yours sincerely,

Alan Shaw
Town Clerk
30th March 2016

Please turn off all mobile phones or set to silent mode
Please refer to the Policy for recording proceedings

A G E N D A

1 APOLOGIES FOR ABSENCE

To RECEIVE any apologies and reasons for absence.

2 DECLARATIONS OF INTEREST

Members are invited to DECLARE disclosable pecuniary interests and other interests, along with the nature of those interests, in relation to any item on this agenda.

3 PROCEDURAL AND APPROPRIATE ANNOUNCEMENTS FROM THE CHAIR

To RECEIVE announcements from the Chair or Town Clerk.

4 PUBLIC PARTICIPATION

An adjournment will be allowed at the direction of the Chairman to allow for public comment and response in relation to items on this agenda or to consider written questions from the public submitted in advance of the meeting (*Individuals will be permitted a maximum of three minutes each. Total time for this session is limited to fifteen minutes*).

5 CONFIRMATION OF MINUTES (ATTACHMENT A)

To **APPROVE** as a correct record and sign the minutes of the Planning Committee meeting held on 2nd February 2016.

6 PLANNING APPLICATIONS (ATTACHMENT B)

To **CONSIDER** the following planning application:

Reference	Applicant	Location	Proposal
DM/16/0905	Apeks Property Services	Stanfield House,	Conversion of former care home to 14 residential flats, 3 training rooms, 15 office suites and café.

Members will receive a presentation from Mandy English from First Point Training on behalf of the applicant to assist with consideration of this item.

7 TERMS OF REFERENCE

The Constitution of the Council (which includes the Terms of Reference and delegations of authority for all Standing Committees) is approved by Council each year at the Annual General Meeting held in May.

The current terms of reference are as follows:

PC1 - The Planning Committee (a Standing Committee) shall comprise all members of the Council.

PC2 - The Committee shall meet monthly, or as otherwise determined by the Committee at the beginning of the civic year, and as and when required at the discretion of the Chair of the Committee to consider any urgent items.

PC3 - The quorum shall be three Members.

PC4 - The Committee is delegated with authority to pursue the following role and functions:

- a) To formulate the Council's policies and case specific position relating to land use;
- b) To exercise the Council's legal right to act as a statutory consultee in the planning process;
- c) To make representations to the Local Planning Authority on any application referred to the Council and on any other planning matter that affects the Parish;
- d) To consider and respond to any strategic planning proposals by the principal authority;
- e) To comment on highways/footways issues that affect the Parish;

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- f) To submit to the Finance and General Purposes Committee bids for funds as part of the annual budget process;
 - g) To administer an agreed, delegated budget for the pursuit of the above activities, subject to compliance with Financial Regulations and Standing Orders.

Committee is requested to **REVIEW** the terms of reference of the Committee and make **RECOMMENDATIONS** to Council if changes are required.

RECOMMENDATION

- (i) Amend paragraph PC2 to leave the frequency of meetings at the discretion of members rather than have a scheduled timetable, i.e:

‘PC2 - The Committee shall meet at the discretion of the Chair of the Committee. In addition, any two members of the Committee may convene a meeting of the Committee if the Chairman does not or refuses to within 7 days of a written request for a meeting to be called.’

- (ii) Add an additional paragraph to PC4:

‘h) To lead the Neighbourhood planning process on behalf of Council, including the establishment and oversight of any steering groups that may be required.’

8 DATE, TIME AND VENUE OF NEXT MEETING

Tuesday, 3rd May 2016, 18.00 at the Civic Hall

In accordance with the Public Bodies (Admission to Meetings) Act 1960, members of the public and press are welcome to attend the meeting. Members of the public will only be permitted to speak at the beginning of the meeting during Public Question Time.