

Whiteley Town Council

Planning Committee

Minutes of a meeting of the above Committee held in the Council Rooms at Meadowside Leisure Centre, Whiteley on Wednesday 17th May 2017 at 7pm.

Committee members present: David Jenkins (Chairman), Andy Baker (Vice-Chairman), Malcolm Butler, Hazel Croft-Phillips, Mike Evans, Morene Pinder, Bernie Rainer-Guy.

Two members of the public, Town Clerk Nicki Oliver.

1. **To receive apologies for absence** Vivian Achwal, Colin Bielckus, Martin Neal, Pat Thew.
2. **To receive declarations of interest regarding agenda items** None.
3. **To adjourn meeting to allow participation by members of the public** Not required.
4. **Meeting resumed to consider the following agenda items:**

4.1 To elect a Vice-Chairman for the ensuing year **Andy Baker elected.**

4.2 To receive feedback regarding tree and shrub removal around the Solent Hotel **Work has been completed, remove from future agendas.**

4.3 To review and agree committee objectives for 2017/18 **Agreed to maintain the objectives for 2016/17**

To pursue the reinstatement of permitted development rights.

4.4 To review committee terms of reference **Agreed that no amendments to the current terms of reference required. See over.**

LDC for information only:

4.5 **Case No:** 17/01174/LDC **Case Officer:** Legal **Applicant:** Michelle McDade
Proposal: Garage conversion: 1/3 of the back garage converted to improve the laundry space. **Location:** 26 Angelica Way Whiteley PO15 7HY **Noted.**

5. **To consider any recent applications** None.
6. **To report on unauthorised development** Nothing to report.
7. **To identify any unmanaged risks within this committee's remit** None.
8. **To review effectiveness of communication, development of links with other community organisations and support for local democracy through making information more widely available** Continue to monitor.
9. **Recent correspondence / reports from meetings of relevance to this committee** HCC Highways response to the Lidl application was noted.

Meeting closed 7.17pm

Planning Committee Terms of Reference adopted 6th June 2011, reviewed by Committee without amendment 23rd May 2012.

Reviewed and amended 17th September 2014

Reviewed without amendment 17th May 2017

1. The Planning Committee is constituted as a Standing Committee of Whiteley Town Council. The Committee composition shall be a minimum of five Councillors as voting members with three members of the Planning Committee constituting a quorum.
2. A record of all planning applications, the responses and eventual results shall be noted in the minutes of meetings.
3. The Committee shall have the authority to consider all planning applications pertaining to Whiteley Town and to recommend on the response to be submitted to Winchester City Council or other authorities as appropriate.
4. Any controversial applications shall be referred to the full Council. A time sensitive response may be made by the Committee Chairman or Clerk following a majority decision by the Committee.
5. Where an on site meeting is arranged all members of the Committee shall be notified, but not all have to be in attendance subject to the approval of the Chairman or Vice-Chairman
6. Where an application is subject to an appeal, the Committee is authorised to make written representation or to elect a member of the Committee to attend the hearing.
7. All formal correspondence shall be conducted through the Clerk of the Town Council wherever possible.
8. Minutes of all meetings are to be kept by the Committee and forwarded to the Town Clerk for circulation at full Town Council meetings.
9. The Committee is authorised to commit Town Council funds to a limit of £500 (Five hundred pounds) without formal Town Council approval provided that this amount has been provided for in the annual precept.
10. The Committee will meet as workload requires.
11. All members to attend a planning training session on appointment and further training at least every four years or as required.

** Please note the Chairman of the full council is an exofficio member of all committees and entitled to vote.*