PLANNING REMIT IN ACCORDANCE WITH THE NEIGHBOURHOOD PLAN

REMIT AND DELEGATED POWERS - TOWN COUNCIL PLANNING

1. The General Terms of Reference will apply to all Committees and Town Council.

2. The Town Council Planning will meet on a monthly cycle (in line with the Dorset Council diary).

3. All Councillors are members of Town Council Planning meetings and the quorum shall be as per the Standing Orders for a full council meeting.

4. There will be up to a 15-minute public session at the start of each meeting.

5. **Remit** – authority to discuss/debate and record Town Council observations on planning, tree applications and the Corn Exchange (as and when required). Planning matters are to be relayed to the appropriate Planning Authority in time for these to be taken into account by the Planning Authority in its decision-making process.

6. **Terms of Reference**

6.1 Development Management

6.1.1. To deal promptly with all planning functions of the Town Council and in particular to make representations to the Dorset Council and Planning Inspectorate as appropriate. When commenting upon applications from the Dorset Council to decide whether an application should be referred to the Development Management Committee for determination rather than being dealt with under officers' delegated powers.

6.1.2 To respond to all planning applications in the Blandford Forum, taking into account the made Blandford+ Neighbourhood plan, considering :

- The ways in which the application complies with NP policies, and where it doesn't.
- If the application does not comply, what would need to be altered in the proposed development to make the application compliant. To request that the proposals are amended accordingly.
- If the application cannot be made acceptable, to set out the reasons why the development is considered not to be compliant with B+NP2. To request that the application should be refused on this basis.

6.1.3 To comment on any development outside the town boundaries which, would have an impact on the town.

6.1.4 To consult with individuals and interested organisations within Blandford as far as possible and to ensure that all legitimate concerns are taken into consideration.

6.1.5 The Tree Warden (appointed at the Annual Meeting) will report as required to Town Council Planning on all matters relating to the preservation of trees in the environs of the town.

6.1.6 When, due to timescale, planning applications have to be dealt with at the full Town Council meeting, the agenda item(s) will be chaired by the Chairman of Town Council Planning.

6.2 Planning Policy

6.2.1 To manage the Blandford+ Neighbourhood Plan. To raise awareness of the Plan and its policies. To use the Plan to take the lead in developing and managing the Town Council's overall strategy for the development and conservation of Blandford.

6.2.2 To proactively engage with planning officers to ensure they fully understand (and are applying) B+NP policies and aims.

6.2.3 To use the Blandford+ Neighbourhood Plan (B+NP) to build a shared responsibility for new development with the Dorset Council planning team and with local contacts.

6.2.4 To set up a system whereby officers notify B+ Councils promptly of emerging applications as well as those submitted.

6.2.5 To develop local networks to find out about upcoming applications and, if required, ensure the potential applicant is complying with B+NP policies before the application is submitted.

6.2.6 To consider and respond to:
a. The Dorset Council Structure Plan
b. The emerging Dorset Council Local Plan
c. The Bournemouth, Dorset and Poole Waste Local Plan
d. Any items specifically referred by full Town Council
Where appropriate to appoint Working Groups to consider any of the above.

6.3 Monitoring and (if required) modifying the Blandford+ Neighbourhood Plan

6.3.1 To review and approve modifications to policy and/or process as recommended by the Blandford+ Monitoring Group*.

*NOTE:

- If responses to planning applications are having to be repeated on a regular basis, then the policies may need to be strengthened or the terms of engagement with Dorset Council and/or Developers may need to be improved.
- The Plan will also need to be kept up to date with national and local planning policy, and emerging policies within the Dorset Council Local Plan.
- In the absence of a 5 Year Housing Land Supply, having a Neighbourhood Plan in place helps provide protection from speculative or predatory development for a period of 2 years from the date of adoption. Development of the Dorset County Local Plan is predicted to take 5 years, so plans to modify the Neighbourhood Plan (and therefore renew the protection for a further 2 years) were initiated in 2022 and submitted to Dorset Council in April 2023.

6.3.2 To review and approve the Memorandum of Understanding for the Blandford+ Monitoring Group (annually).

6.4 General

To host guest speakers with such speakers attending Planning Meetings at 7.00 pm and giving their presentation as agenda item 1 before Apologies and Declarations of Interest.

6.5 Enforcement Matters

To take the necessary action to refer enforcement matters to the Dorset Council when such matters are brought to the attention of the Town Council and to pursue such matters until a conclusion has been reached.

7. **Referred Business**

To consider such matters which due to the deadline response date are unable to be dealt with at the next full Council meeting.

REMIT AND RESPONSIBILITIES OF THE PLANNING CHAIRMAN

1. **General**

A Chairman and a Vice-Chairman will be elected at the Statutory Annual Meeting who, together with the Town Clerk or other staff member will be responsible for presenting to Council Planning all planning applications received from the Dorset Council and will be responsible for the chairing and overall organisation of the Planning Meetings.

2. **Particular Responsibilities**

2.1 The Chairman will arrange with the Assistant Town Clerk, or other member of staff, a convenient regular meeting date (at least once per month and no later than the Agenda setting day) to review all applications received.

2.2 The Chairman will ensure that the following is dealt with:

a) Videoing sites where considered necessary and presentation at the Planning Meeting
b) Detailed examination of the plans before the meeting and presentation of the plans to the Planning Meeting.
c) Pre-meeting site visits
d) Attending Dorset Council site visits as necessary
e) Liaison with Dorset Council Planning Department or other consultative groups and reporting back to the Planning Meeting
f) Discussion with applicants and objectors if necessary and reporting back to the Planning Meeting
g) Attend Dorset Council Planning Meetings if considered necessary

3. The cut off day for applications to be considered at the Monday Planning Meeting will be the previous Tuesday i.e. agenda setting day.