

# **FARINGDON TOWN COUNCIL**

The Pump House, 5 Market Place FARINGDON, Oxfordshire, SN7 7HL  
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Clerk: Katherine Doughty



## **Planning and Highways Committee Terms of Reference**

**Membership:** Maximum 13 appointed members of the Town Council including, ex officio, the Mayor and Deputy Mayor.

**Meeting frequency:** At least monthly.

**Quorum:** One third of the membership.

**Authority:** The committee has **delegated authority** as follows:-

1. The Committee will consider all planning applications in respect of properties and developments in Faringdon sent to it by the District Council or the County Council by:
  - a) studying relevant documents including plans, visiting sites if appropriate and considering comments from members of the public;
  - b) applying local and national planning criteria, including the policies set out in the Neighbourhood Plan, to decide whether to support or object to the application; and
  - c) notifying its decision to support or object to the application, together with its appropriate comments, to the District Council or the County Council on the Town Council's behalf.
2. The Committee will consider consultations and correspondence regarding planning issues or issues, including the infrastructure of the town which may have an impact on planning at local, regional or national level, and to respond on the Town Council's behalf as appropriate.
3. The Committee will liaise with the District and County Councils, and any other groups, subgroups or organisations regarding planning issues and other issues, including the infrastructure of the town and environmental improvement schemes which might have an impact on planning.
4. The Committee will liaise with the District and County Councils and any other groups, subgroups or organisations regarding issues which impact the highway and affect Faringdon residents including parking, pavements, roads, traffic orders and speeding.
5. The Committee will organise and participate in working parties to consider the future development of the town, in both the short term and long term, and to report on the findings.
6. The Committee will take note of any new legislation or regulations, changes in policy or other developments affecting the planning process, and any briefings received, and to participate in any relevant training.
7. The Committee will set an annual budget for consideration by the Finance and Audit Committee and monitor its financial performance against the budget previously agreed by the Council.

8. The Committee will consider all matters referred to it by the Council and, where appropriate, will recommend suitable courses of action on these.

Reviewed Town Council 12/5/25