

## PLANNING DEVELOPMENTS WORKING GROUP Terms of Reference 2025

### Purpose of Working Group

To review and assess large-scale planning development applications affecting the village, providing detailed observations and recommendations to the Parish Council's Planning Committee.

### Objectives

1. **Application Review:** Evaluate large-scale planning applications<sup>1</sup>, considering their potential impact on the local community, environment, infrastructure, and overall character of the village.
2. **Community Consultation:** Gather input from residents and relevant stakeholders to understand concerns and priorities.
3. **Policy Alignment:** Ensure that applications are assessed in line with local, regional, and national planning policies.
4. **Recommendation Preparation:** Present well-informed recommendations to the Parish Council's Planning Committee for decision-making.
5. **Impact Mitigation:** Identify measures to minimize negative impacts and suggest opportunities for positive contributions to the village.

### Membership:

The working group will consist of:

- At least 3 Parish Councillors
- The Parish Clerk (optional)
- Up to 3 co-opted members from the community with relevant expertise<sup>2</sup>
- Guildford Borough Council Ward Councillor

### Quorum:

A minimum of 3 members, including at least 2 Parish Councillors, must be present for any meeting to proceed, either in person or online.

### Limitations

- The working group has no decision-making powers and cannot commit the Parish Council to any actions or expenditure.
- All recommendations must be approved by the Planning Committee before any formal representation is made to planning authorities, unless an urgent submission is requested.

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<sup>1</sup> The working group will consider developments as defined in the NPPF (Major development: For housing, development where 10 or more homes will be provided, or the site has an area of 0.5 hectares or more. For non-residential development it means additional floorspace of 1,000m<sup>2</sup> or more, or a site of 1 hectare or more, or as otherwise provided in the Town and Country Planning (Development Management Procedure) (England) Order 2015).

<sup>2</sup> e.g., in planning, environmental issues, or local advocacy