



NEW ALRESFORD TOWN COUNCIL

Alresford Recreation Centre, The Avenue, Alresford, Hampshire, SO24 9EP

Tel: 01962 732079 Website: www.newalresford-tc.gov.uk

Planning & Community Committee Terms of Reference

1. Organisation

The Committee is a Standing Committee, with members appointed and the Chair elected by New Alresford Town Council at its Annual Meeting. The Committee's Terms of Reference will be agreed at the Annual Meeting of the Council.

The Committee will conduct its business in accordance with NATC Standing Orders and all Relevant legislation. No business may be transacted at a meeting unless at least one-third of the whole number of members of the Committee are present and in no case shall the quorum of a meeting be less than three.

The Committee has delegated authority to proceed with all matters within its budget. Expenditure exceeding £5,000 or relating to non-budgeted items must be referred to the Town Council for approval.

Minutes of each meeting must be approved at the following Committee meeting. Any items the Committee refers to the Town Council for information or decision shall be submitted via the Town Clerk for inclusion on the agenda of the next Council meeting.

2. Responsibilities

The Planning related responsibilities will:

- Comply with the Town Council's statutory planning application consultation responsibilities.
- Examine all applications and appeals in line with the values set down in the New Alresford Design Statement and Winchester District Local Plans Part 1 and Part 2.
- Making representations to the Local Planning Authority (WCC) on applications for planning permission and appeals which have been notified to the Town Council.
- Make written representation to Winchester City Council or the Chair to attend a

hearing at Winchester City Council.

- Monitor, review and where necessary make recommendations to the Town Council for amendments to the planning consultation process.

The Community related responsibilities will:

- Review Grant applications for eligibility/completeness and make recommendations to the Town Council.
- Be responsible for the oversight of highways including parking in the town, footpaths and the Lengthsman programme.
- Be responsible for the provision, repair and maintenance of street furniture including bus stops, street benches and information boards under the ownership of the Town Council.
- Be responsible for road safety issues and the Speed Limit Reminder programme.
- Organise and facilitate community events as approved by the Town Council
Oversee, review and develop community brochures.
- Promote and develop cycling and walking opportunities in the town.
- To consider Town scheme support projects and make recommendations to Town Council.
- Oversee hanging basket scheme.

Version	Owner	Date Approved	Minute ref
V1	Town Council	19/05/2026	26/009