



BANWELL PARISH COUNCIL WOLVERSILL DEVELOPMENT WORKING GROUP TERMS OF REFERENCE

The Wolvershill Development Working Group ('the Working Group') is a working group of Banwell Parish Council ('the Council') and is established to consider and evaluate the recommendations / suggestions from the Wolvershill Development Liaison Group in relation to the Wolvershill Master Plan.

Membership

Membership will be a minimum of three Members of the Council ('Council members'), and up to 5 members of the community ('Community members') or special interest groups as invited. N.B. Numbers are flexible – the Council recognises it is important to have the right skills and interest on the working Group and, whilst membership will be generally reviewed annually at the Annual Parish Council Meeting, it is possible that community membership may increase and go above eight.

The Chair of the Working Group will be a Member of the Council and shall be chosen by the Working Group Members at the first meeting. The Clerk will administer the meetings on behalf of the Council and Community.

Decisions

The Working Group shall discuss elements of the emerging planning policy framework with members of the community and recommend feedback to the Parish Council. Full Council will consider these in formulation of their official feedback to the Wolvershill Liaison Group. The Working Group has no budgetary or spending powers.

Meetings

The Working Group shall meet as required. Copies of the draft notes of the meetings shall be circulated to all Members and the Parish Council within 10 workdays. Liaison Group meetings may be held virtually and are not required to be held in public. The Clerk will follow normal statutory regulations in terms of notice of Council meetings as a matter of good practise.

Quorum

The quorum shall be 3 members of the Working Group a minimum of this being 2 Councillors. If the number of members present falls below the required quorum the meeting may be adjourned unless it is felt necessary, due to urgent requirements, to continue discussions. The notes of that meeting will then be forwarded to Full Council for consideration as per usual.

Responsibilities

The key objective of the Working Group is to facilitate engagement with the Community on the formulation of master planning for the proposed Wolvershill Strategic Location emerging through the North Somerset Local Plan 2039.

Life of the Environment Working Group

The Working Groups shall continue to meet until the Wolvershill Master Plan has been formally agreed. The Working Group shall then discuss either dissolving or continuing to support North Somerset with the development of the new Supplementary Planning Document (SPD).

Review

The Terms of Reference shall be reviewed by the Parish Council in May of each year.