

Tamil Nadu Town and Country Planning Board (Conduct of Meetings) Rules, 1971

(G.O.Ms.No.423, RURALDEVELOPMENT AND LOCAL
ADMINISTRATION, DATED THE 12H MARCH 1976)

No.SRO A-116/76.- In exercise of the powers conferred by clause (d) of sub-section (2) of section 122 of the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972), the Governor of Tamil Nadu hereby makes the following, rules.—

RULES

1. Short title and commencement.— (1) These rules may be called the **Tamil Nadu Town and Country Planning Board (Conduct of Meetings) Rules, 1976.**

2. Definitions.— (1) In these rules, unless the context otherwise requires.—

(i) “Act” means the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972).

(ii) “Section” means a section of the Act;

(iii) “Agenda” means the list of business proposed to be transacted at a meeting of the Board;

(iv) “Meeting” means the meeting of the Board whether ordinary or extraordinary;

(v) “Member Secretary” means the Member-Secretary appointed under sub-section (3) of section 5 of the Act.

(2) Other expression shall have the meaning respectively assigned to them under the Tamil Nadu Town and Country Planning Act, 1971 (Tamil Nadu Act 35 of 1972)

(3) If any doubt arises as to the interpretation of these rules, the decision of the Government thereon shall be final.

3. Meetings of the Board.— (1) The Board shall ordinarily meet at least in three months or more frequently, if necessary:

Provided that the Chairman may call for a special meeting of the Board at any time to transact urgent business on a written requisition signed by not less than nine members.

(2) The Member-Secretary shall, with the approval of the Chairman, give to the members not less than 10 clear days notice in writing of the date and place of the proposed meeting.

Provided that the Chairman may reduce the said period of notice whenever it is necessary to call for a meeting to consider any emergent business.

(3) A notice of the meeting shall be served upon any member either personally or by registered post addressed to such member:

Provided that no such notice shall be necessary in the case of a member who is not in India at the time of the meeting.

4. Place of meeting.— All the meetings of the Board shall ordinarily be held at [Chennai]. The Board may however, have its meeting at any other place within the State of Tamil Nadu as the Chairman may decide.

5. Agenda for the meeting.- (1) The agenda for the meeting shall be prepared by the Member-Secretary of the Board in consultation with the Chairman. The Member-

Secretary may include therein any subject, which in his opinion, should be considered by the Board and shall include therein any subject specified by the Chairman. A copy of the agenda duly approved by the Chairman together with copies of the notes on the various subject included therein, shall be circulated to all members of the Board at least three clear days in advance of the date fixed for the meeting:

Provided that no such circulation shall be necessary in respect of a meeting called by the Chairman for the transaction of emergent business.

(2) The member-Secretary shall send to each member at least a day in advance, a copy of the supplementary agenda on urgent items, if any for the meeting approved by the Chairman together with copies of the notes on the various subjects included therein, whenever necessary.

6. Quorum.—The quorum at a meeting of the Board shall be nine. If there is no quorum within thirty minutes of the time appointed for the meeting, the Chairman of the meeting shall adjourn the meeting to a further date. No quorum shall be necessary at an adjourned meeting.

7. Adjournment of meeting.—(1) The Chairman of the meeting may, with the consent of the members present at any meeting, adjourn the meeting from time to time.

(2) It shall not be necessary to give any notice of a meeting adjourned under this rule.

(3) No subject shall be considered at an adjourned meeting other than a subject included in the agenda for the original meeting:

Provided that the Chairman may, with due notice, bring or direct to be brought before an adjourned meeting, any new matter, which in his opinion is urgent.

8. Matter to be discussed at meeting.—(1) No subject other than a subject included in the agenda or supplementary agenda for a meeting, shall, ordinarily, be considered or discussed at that meeting.

(2) Any member desirous of moving a proposal shall send a notice with brief note setting out the reason in support of the proposal to the Member-Secretary before seven clear days of the meeting, so as to enable the proposal to be included in the agenda:

Provided that the Chairman of the meeting may, at his discretion, allow any such proposal to be moved in the meeting despite non-receipt of the notice therefore in time for inclusion in the agenda.

(3) Any point of order raised at a meeting shall be decided by the Chairman of the meeting whose decision thereon shall be final.

9. Voting and decisions of the Board.—The members of the Board including the Chairman shall have one vote each. In case of equality of votes, the Chairman shall have and exercise a second or casting vote.

10. Persons not entitled to vote.—Officer and staff members of the Board, whose presence in a meeting is considered necessary by the Chairman of the Board may be invited to attend that meeting of the Board.

11. Proceedings of meetings.—(1) The proceedings of the every meeting of the Board together with the names of the members present shall be recorded and compiled by the Member-Secretary in an appropriate manner, subject to the approval of the Chairman, a

copy being communicated to each member and o Government. Such minutes shall be confirmed at the next meeting and signed by the Chairman at that meeting. The minutes book shall be open to inspection by any member during office hours.

(2)The Chairman shall have the powers to correct any obvious errors and make enable alteration in the minutes of the meeting, provided that such corrections or alterations do not change the sense of the decision taken at the meeting and area made prior to the confirmation of the same at the next meeting.

12. Savings.— In case not expressly provided for in this rules, he decision of the Chairman of the meeting on all matters relating to the conduct of business at such meetings shall be final.

