10. DISTRICT PLANNING COMMITTEE

10.2 Tamil Nadu District Planning Committee (Conduct of Meetings, Quorum and Procedure in regard to transaction of business) Rules , 1999

Rural Development (C1) Department

G.O. (Ms) No. 100 Dated : 8.6.1999
Read :

ORDER

The appended Notification will be published in the Tamil Nadu Government Gazette.

S.MALATHI
SECRETARY TO GOVERNMENT (INCHARGE)

APPENDIX

NOTIFICATION

In exercise of the powers conferred by sub – section (5) of Section 241 of the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994) the Governor of Tamil Nadu hereby makes the following Rules.

Rules

1. Short title : These Rules may be called the Tamil Nadu District Planning committee Conduct of Meetings, quorum and procedure in regard to Transaction of Business Rules 1999.

2. Definition : In these Rules unless the context otherwise requires.

i) "Act" means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu Act 21 of 1994)

ii) "Act" means the Tamil Nadu Panchayats Act, 1994 (Tamil Nadu "Committee" means District Planning Committee.

iii) "Urban local bodies" means the town Panchayats Municipal Councils and municipal corporation as defined in the explanation to section 241 of the Act.

iv) All other words and expressions used in those Rules but not defined therein shall have the meanings respectively assigned to them in the Act.

3. Period of Membership in the Committee - Elected representative of the Panchayats Urban local bodies, Members of House of people, Members of the Council of States, members of the Tamil Nadu Legislative Assembly shall coaso to be the member of the committee the moment they coaso to be representative of the respective Panchayats, urban local bodies, House of people, Council of States the Tamil Nadu Legislative Assembly – This shall also apply for the post of Vice – Chairman of the committee.

4. Procedure for convening and conduct of meeting - The meeting shall be conducted at the place specified by the chair person.

(1) No Meeting shall be held on any day declared by the Government as holiday and other local holidays declared the Collector of the district concerned.

(2) The Committee shall meet atleast once in three months for the transaction of business to be transacted there at has been given not less than ten clear days prior to the day of the meeting.

(3) The Committee shall meet atleast once in three months for the transaction of business on such days at such time as it may arrange and also at such other times as often as a meeting shall be convened by the Chairperson.

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5. Notice of the Meeting - No meeting shall be hold unless notice of the day and time when the meeting is to be and of the business to be transacted there at has been given not less than ten clear days prior to the day of the meeting.

6. Agenda - The agenda for the meeting shall be prepared within the limits of the functions mentioned in sub – sections (6) and (7) of section 241 of the Act by the Secretary and approved by the Chairperson.

7. Service of Meeting Notice and Agenda - Notice of the meeting with the agenda shall be served on all the members of the Committee following the procedure specified below:

a) by giving or tendering notice of the meeting to the member concerned in person; or

b) In case personal service could not be effected, by tendering it to an adult members of the Committee member's family or

c) If no adult member of his family if available for such service it shall be sent by registered post with acknowledgement due

d) If no adult member of his family if available for such service by affixing if on the conspicious place of his last known residence or business place or member in the presence of Village Administrative Officer of that Village.

e) The copies of the notice of the meeting with agenda of the Committee may be supplicated to the local press representatives.

8. Attendance of the meeting - The members attending the meeting of the Committee shall sign in attendance register kept for the purpose.

9. Quorum

(1) No business shall be transacted at a meeting unless there be present not less than one fifth of the number of the committee throughout the duration of the meeting.

(2) If within the half an hour after the time appointed for a meeting a quorum is not present the meeting shall be adjourned to a date and time to be specified by the chairperson.

10. Adjournment of the meeting for other reasons - The Chairperson while transacting the business at the meeting can adjourn any meeting sine dio for valid reasons.

11. Minutes of the proceedings - At each meeting of the committee minutes shall be drawn up and entered in a book kept for that purpose.

S.MALATHI
SECRETARY TO GOVERNMENT (i/c)

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