WRENINGHAM PARISH COUNCIL

Responding to Planning Applications Policy

Responding to Planning Applications Policy Background

Wreningham Parish Council is mindful that it has an important role in relation to planning applications as a consultee in the planning process. Responses to applications, must be within a specified time frame, usually 21 days and there is a need for transparency in the process. This policy is written to explain how the Council will deal with planning applications so enabling both council members and the public to be effectively involved.

Responses to planning applications

South Norfolk Council notify the Parish Council of planning applications relevant to them by email, responses are requested within 21 days. It is often possible to obtain an extension to this 21 days – the outcome of any request though is at the discretion of the Planning Officer. All plans are available to view on South Norfolk Council's website.

Dealing with applications at Parish Council meetings

Where possible, the Parish Council will consider planning applications at its meetings and those applications will be detailed on the agenda. The Parish Council will consider applications in line with the District Council's Planning Policy guidelines but also consider that their role is to give local view and voice to applications. Public are always welcome at Parish Council meetings and there is an opportunity to speak should they wish.

Dealing with applications outside of the Parish Council meeting

The Parish Council has also given delegated powers to the Parish Clerk in respect of planning applications. In the event of there being no suitable meeting at which to consider a response, members will advise the Clerk of their comments on the application and the Clerk will then respond accordingly including calling an additional meeting if it is felt necessary. In the event of an application being received from a member of the Parish Council, and there being no suitable meeting at which to consider a response, then an additional meeting will be called. It is noted that the District Council has the final say on all applications, and the Parish Council is only one of many consultees. Parishioners can respond directly to the District Council with their views on planning applications, see the website for details.

Conflicts of Interest

Any Councillor with a pecuniary interest in a planning matter being considered shall take no part in the discussion or handling of the application.

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