

Tormarton Parish Council

Planning Applications Procedure

INTRODUCTION

All parish and town councils are statutory consultees on any planning application received by the local planning authority.

The knowledge of parish councillors represents local views, provides local knowledge, raises areas of concern, informs debate and adds value to the process.

AIMS

The aim of the planning applications policy is to improve the way in which Tormarton Parish Council responds to planning applications.

OBJECTIVES

The objectives are to streamline and speed up the consultation process and to keep all residents informed about developments happening in the Parish.

POLICY

Tormarton Parish Council consider all planning applications as notified by South Gloucestershire Council. The Parish Council are statutory consultees on all applications which fall within the Parish Boundary.

All planning applications which are received three clear working days before a Parish Council meeting, will be included on the agenda and the Parish Council's response will be recorded in the minutes.

For all planning applications, for which the consultation period falls outside of the regular monthly Parish Council meeting, all members will be emailed with a link containing all the relevant information for applications, these would usually be decided by the Planning Authority Case Officers.

The Clerk will advise Members of a deadline for reply via email if the application consultation falls outside of the monthly Parish Council meeting. Responses will be collated and a draft emailed to all Councillors by the Clerk. If opinion is divided a meeting will be arranged to debate the issues and formulate a response to the consultation. Any Member can ask that the application be considered by the Full Council.

INFORMING RESIDENTS OF PLANNING APPLICATIONS

Tormarton Parish Council will endeavour to inform all parishioners of all planning applications through;

- a) Tormarton Parish Council will maintain a mailing list of all residents who wish to be informed about any new planning applications that are received by the Parish Clerk. All Parishioners who wish to be on this GDPR compliant database should sign up via the link available on the Parish Council website.
- b) Tormarton Parish will endeavour to contact any Parishioners that may be directly affected by a Planning Application.
- c) All Planning Application Notices will be put onto the Parish noticeboards.
- d) All Planning Application Notices will be displayed on the Parish Facebook Page.