Spooner Row, Suton & Wattlefield
Community Council
Where community matters

Spooner Row Community Council

Policy Regarding Consultation on Planning Applications

Spooner Row Community Council has given delegated powers to the Parish Clerk.

Background

Spooner Row Community Council is mindful that it has an important role in relation to planning applications as a consultee in the planning process. Responses to those applications must be within a specified time frame, usually 21 days. There is a need for transparency in this process. This policy is written to explain how the council will deal with planning applications so enabling both Councilors and the public to involve themselves effectively with that process.

Responses to planning applications

Planning applications are accessed via the District/Borough Council's Planning Portal. It is the role of the Parish Clerk to bring to Council's attention any planning application requiring a Parish Council response. There is a 21-day deadline for responses.

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. In the event of them being received after the closure of the agenda they will be reported to the Chair and members as being received and details will be posted on the Parish Council's website advising them of their inclusion in the next meeting.
Members should view all documents relating to an application online at the District/County Council's website prior to a Council meeting to ensure meetings do not overrun.
The Parish Council will consider applications in line with the District Council's Planning Policy guidelines and 'material consideration' which includes, but is not limited to:

Amenity, appearance of development, conservation, design, effect on wildlife, highway safety, historic buildings, loss of light or privacy, noise, overshadowing of your home, traffic and parking issues, loss of sunlight.

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Issues which cannot be taken into account are civil matters and include:

Boundary disputes, construction noise, effect on property values, loss of view, private rights

Dealing with applications outside of the Community Council meeting
The Parish Council has also given delegated powers to the Parish Clerk in respect of planning applications.
In the event of an application being received just after a meeting, and where no extension is possible, then the PAG will advise the Clerk of their comments on the application electronically within the 21-day consultation period. The Clerk will then respond to the Planning Authority from the information provided, with the powers under Local Government Act 1972 authorizing delegation to the Clerk.
In the event of an application being received which could be controversial, the Chair and Clerk could convene a special meeting to consider the application. A quorum is required for any meeting.

The District/County Council Planning/Development Control Committee has the final say on all applications, and the Parish Council is only one of many consultees in the process. Parishioners can write to the District Council with their views on planning applications which are published on the planning portal.

This policy is taken from NPTS as a subscriber
Edited by DC.
Policy adopted: March 2025 Min 2025/090
Review date: May 2028