



PULHAM MARKET PARISH COUNCIL

Mrs L. Shulver, 59D High Road, Wortwell, Harleston, Norfolk, IP20 0HA, Telephone 01986 788048

Pulham Market Parish Council Consultation on Planning Application Policy.

1. Consultation on Planning Applications Policy

Overview

Pulham Market Parish Council is mindful that it has an important role in relation to planning applications. It is 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 Council members and the public to involve them effectively with that process.

Responses to Planning Applications

These are usually sent out by SNC Planning by email, and are accompanied by an attached letter requesting that responses are received back within 21 days. This is to enable SNC to achieve the timetable set by government in relation to planning applications. It is often possible to ask the planning officer dealing with the planning application to give an extension to this 21 day – the outcome of this request though is dependent on the following meeting dates and other information.

Dealing with Applications at Parish Council Meetings

Where possible, the Parish Council will consider planning applications at its meetings. The Clerk will notify the members of the Planning Working Party of any applications received. These planning applications will be detailed in supporting documents for the meeting.

Members should view all documents relating to an application online at the SNC website prior to a Council meeting to ensure meetings do not overrun. Only in the event that the SNC website is down, should documents be viewed at a meeting.

The Parish Council will consider applications in line with the District Council's directive which includes, but is not limited to:

amenity, appearance of the development, conservation, design, effect on wildlife, highway safety, historic buildings, loss of light or privacy, noise, overshadowing of neighbouring buildings, traffic and parking issues.

Issues which CANNOT be taken into account include:



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boundary disputes, construction nuisance, effect on property values, loss of view, private rights

Dealing with Applications Outside of The Parish Council Meeting

In the event of an application being received just after a meeting, then the parish council members 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 Directorate from the information provided, with the powers under Local Government Act 1972, authorising delegation to the Clerk.

In the event of an application being received from a member of the Parish Council, then the Parish Council Chairperson / or two members of the Council will call an Extraordinary Parish Council meeting for the purposes of considering the application. Whilst a quorum of three Members (minimum) is required for any Extraordinary meeting, good practice will be followed to ensure as many Parish Councillors are able to attend.

Only in exceptional circumstances, where an application is deemed to affect the whole parish, will the Council ask for an extension to the standard consultation period to enable parishioners to comment.

It is noted that the District Council Development Control Committee has the final say on all applications, and the Parish Council is only one of many consultees. Parishioners can write to SNC with their views on planning applications, and it is helpful to the Parish Council if they send a copy of their letter to the Parish Clerk. Letters received will inform the Parish Council in formulating their response to applications.

Points for information include.

- **Trees and hedges are not 'development'.**
- **Planning is very subjective, and the key considerations are design, appearance, and materials, plus Highways safety. Material considerations are considered but non-material considerations should not affect any decision.**
- **If the Parish Council have a deadline to comment and Highways Authority has not responded it is possible for the Council to submit their comments in time but, once Highways have responded, the Council can add any reaction/comment to the planning portal as long it is before the planning meeting.**



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**This Policy was approved at a meeting of Pulham Market Parish Council
on the. 12th February 2024
Signed**

Cllr S Hewitt

**Chair of Pulham Market Parish Council
See the footer for the renewal date.**