



Protocol for Planning Applications

This protocol is applicable to all planning applications received by the Parish Council and is intended to ensure that they are handled in a consistent and timely manner to meet the deadlines set by Cornwall Council. All planning applications will be discussed at Full Council or a Planning Committee meeting. If necessary the Clerk shall contact the planning department of Cornwall Council to request an extension period to allow this to happen.

Budoek Parish Council is the elected body representing the local community. One of the most important parts of the Parish Council's work is to consider and make comments on planning applications. The Parish Council gives views on applications to the local planning authority, but has no powers to grant or refuse planning permission itself. Nevertheless, as a statutory consultee, the Parish Council has the power to comment on proposals, and the local planning authority has a duty to consider the Parish Council's views.

Cornwall Council is bound to consider comments made by the Parish, but is not bound to agree, and its reports on applications will explain the basis for recommendations. However, the Parish Council's comments will carry a degree of weight, and for this reason it is important that the Parish Council conducts itself on planning matters in a way which is transparent, accountable, objective and fair. The paragraphs below set out how the Parish Council deals with planning applications. All applicants for planning permission and those making comments on applications can therefore be aware of the Parish Council's approach.

Procedure

1. On receipt of a copy of a planning application the Clerk will record the application number, the location, and details of the proposed development.
2. Notification will be sent to councillors with the details of the application, the deadline for comments and the date of the meeting if appropriate.
3. All applications for a new build or a complete demolition and reconstruction will have a site visit by members.
4. Planning applications will be discussed at either a Full Council meeting or a Planning Committee meeting. Meetings will be advertised on the noticeboards and website in accordance with current legislation.

5. Members will discuss the applications and will take into consideration any relevant comments from the public.
6. Comments to be submitted must be restricted to 'material planning considerations' because Cornwall Council Planning Officers will not take into account any other comments.

Examples of relevant considerations are:

- Local, strategic, regional and national policies
 - Government circulars, orders and statutory instruments
 - Previous appeal decisions – precedent
 - Loss of daylight or sunlight
 - Overshadowing and loss of outlook. Outlook would be defined as public view and not private view
 - Overlooking, loss of privacy
 - Highways issues, traffic generation, vehicle access, highway safety
 - Noise and disturbance resulting from use
 - Light pollution, hazardous materials, ground pollution
 - Loss of trees
 - Nature conservation
 - Effects on listed buildings and Conservation area
 - Layout and density of buildings
 - Design, visual appearance and building materials
 - Archaeology
 - Risk of flooding
 - Landscaping, disabled access
 - Economic development
7. The Council's response will be proposed and seconded and approved with a majority vote in favour.
 8. The Clerk will register the Council's comments on the Cornwall Council Online Planning register promptly after the meeting the decision was made.

REVISED AND ADOPTED BY RESOLUTION OF THE COUNCIL ON 25TH JANUARY 2016