

SNETTISHAM PARISH COUNCIL – POLICIES

PLANNING POLICY

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I CONTEXT

SPC wishes to consider carefully, and in public, all planning applications which come before it. As a rule, all such deliberations will be in Full Council. However, each month there is a period where applications may arrive, too late for the agenda, or where the 21-day consultation period ends before the next meeting. If Council delays its consideration, it may lose its right to comment on an application to the Borough Planning Committee.

It should also be borne in mind that Council is considering in order to recommend, not actually deciding on these issues – this means that some flexibility is available in the process.

II PROCESS

1. An application should generally be considered by Full Council, and listed on the agenda, with the proper notice.
2. If an application arrives between the production of the agenda and the Full Council meeting, it may be considered at that meeting, and a recommendation made in the usual way, or referred to a special meeting of the Planning Group. [Clerk should ensure information is emailed on receipt.]
3. If an application arrives when the next Full Council meeting is beyond the end of the consultation period, this procedure shall operate:
 - a. Clerk to email to all Councillors.
 - b. Councillors should reply giving any comments; two weeks after the sending of the email in a. above, those comments will be incorporated by the Clerk into a response to BCKLWN.
4. However, should one of the following occur, a meeting of the Planning Group will occur as soon as practical¹:

¹ This should not be more than twenty days before the next Full Council meeting, to allow for any similar applications to be included.

- a. A Councillor registers an objection, or requests consideration due to the application being, in their view, “significant²”.
 - b. The Clerk considers it “significant”.
 - c. A member of the public has objected on valid planning grounds on the Borough Council Planning portal, and requests that Council considers it.
5. The Planning Group will meet under the same rules as apply to all Support Groups, except that Members of the Public may make representation at that meeting. [Note this means that meetings may take place during the day.]
 6. For the purposes of this protocol, all members of Council will be *de facto* members of the Group, but the quorum will be the larger of three or one-third of members.
 7. If an application is to be considered where the property is on the Beach Common, relevant portions of the legal advice received by Council in 2020 shall automatically be appended. It is expected that Council will object to such applications where they encroach on, or restrict access to, the Common.

III RESPONSES

However decisions are made, Councillors should focus on material planning considerations. A list of these will be provided to all Councillors.

The response to the Borough will ordinarily be one of:

1. **Support** – a positive endorsement of the application, where Council believes the Village will be improved by the proposal. This requires stated reasons for such support (e.g. improving facilities, removing eyesores etc.).
2. **No objection** – where Council has no material grounds on which it wishes to object. This requires no reason to be given, unless it believes a material ground should be ignored for a general benefit.
3. **Objection** – where Council has material objections. Such objections must be stated.

Where Council feels very strongly on an application, and believes that further representation would be helpful, it may direct a Member or Officer to attend the Planning Committee Meeting to speak on its behalf. It may also request the Ward Councillor attends to support its view under appropriate BCKLWN policies.

IV LEGAL CONTEXT

Responses to Planning Consultations require reference to the following documents:

1. The National Planning Policy Framework
2. The Local Development Framework
3. The Snettisham Neighbourhood Plan (2018-2033)

All Councillors will be provided with these documents, or links to the latest versions of each.

² “Significant” should generally mean that it could be considered remiss if Council were not to consider it formally on grounds of size, scale or impact, or that it may be contentious.

V NEIGHBOURHOOD PLAN

This was approved by referendum in 2018 by Parishioners. Councillors should be aware of its provisions, and support it unless there are compelling reasons to the contrary.

There is now a recognised procedure for amendments, not all of which require a full process (e.g. referendum) to be followed. Council should consider from time to time if the needs of the Village, or the effectiveness of the Plan, could require such amendment.

In any event, the Plan expires in 2033, and Council should make it a priority to build a replacement after 2028, should the legal framework remain similar.

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