ROPLEY PARISH COUNCIL

PROTOCOL FOR DEALING WITH PLANNING APPLICATIONS.

The Planning Committee will:

1. Have a standing responsibility to examine all planning applications and appeals

affecting the Parish and shall WITHOUT reference to the Council make known its

Comment thereon to the local planning authority within the statutory time limits

imposed.

2. Consider the application of Tree Preservation Orders in the Parish with the advice

of the Tree Warden and make appropriate recommendations in this connection to

the local planning authority within the statutory time limits imposed.

3. Ensure that at least one member of the Committee will visit the site of the

planning application if required so that he/she is fully informed about the location and the

proposal and the impact it may have on that site or on neighbouring properties.

Such member will give report to the Lead Councillor/Chair of the Committee for

planning applications of their findings so that the Committee has all possible

information available to it when considering the matter.

4. Send Comments on all planning applications received to the Lead

Councillor/Committee Chair by the given date ref. item 1. below.

5. Attend a Committee meeting or other Public meeting or Working Party if

convened by the Lead Councillor/Committee Chair.

6. Ensure that a Councillor who is a member of the Committee will, if necessary,

have authority to attend a Planning Committee meeting of the District or County

Council to speak on behalf of the Parish Council where appropriate. A mileage

allowance for attending such meetings will be paid by the Council.

The Lead Councillor/Chair of the Planning and Highways Committee will:

1. Email details of all planning applications received to all Committee members with

request for comments for submission by email to the Lead Councillor/Committee

Chair. Committee comments to be received by a given date, the following Parish Council/planning meeting to enables sufficient time to summarise comments to enable discussion of the application at the afore mentioned meeting.

2. Details will include the Case Number for members to visit the website and view

the application online.

3. Share all relevant information received ref item 3. above and any other relevant

information or history with all Committee members.

4. Convene a Committee meeting or other Public meeting if requested by at least

three Committee members.

5. Review all comments received from Committee members and determine the final

Comment for submission to the Local Authority. Submit the final comments to East Hants District Council planning website prior to the closing date for comments

6. Report all planning applications received, final Comment submitted and planning

decisions from EHDC at the next meeting of the full Council.

Adopted: Ropley Parish Council meeting 06th December 2022