



ALTARNUN PARISH COUNCIL PLANNING Pre-Application Discussions



Altarnun Parish Council recognises that pre-application discussions play an important role in major planning applications. The Council is also aware of the importance of public perception in planning and the critical need to avoid any appearance that the Council is conducting secretive negotiations or, colluding with developers.

Pre-application meetings

The Council will consider any request to meet with a developer prior to formal submission of a planning application. Any meeting must meet the following three conditions:

1. The meeting is open to the public to attend and has been reasonably advertised.
2. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large-scale paper plans for display purposes.
3. Full public consultation is either already scheduled, or firmly planned.

The policy of the Council is **not** to hold private meetings with developers unless there is a necessary and compelling reason that could be justified to the public (for example a strong commercial sensitivity, where a developer wishes to receive an initial steer before deciding whether to progress).

Pre-application public consultations

The Council encourages developers to carry out full public consultation before submitting plans for major developments, on the following basis:

1. An accessible and convenient venue.
2. Sufficient publicity to likely interested parties, in good time. Appropriate timings to allow as wide a range of people as possible to attend.
3. A genuinely open mind and willingness to adapt plans in response to feedback.
4. The developer meets all reasonable costs for the hosting of the public meeting including the provision of large-scale paper plans for display purposes.

Individual Councillors are advised not to attend separate private briefings as part of public consultation, but instead to attend with the public.

Pre-application Process and the Code of Conduct

Individual Councillor's discussions

- a. Councillors must be aware of their obligations under the Council's Code of Conduct.
- b. Individual Councillors must not enter into informal discussions of possible future applications with a developer; to do so may lead to a complaint for a potential breach of the code.
- c. Where a site meeting is needed, the Council will nominate two or more representatives to attend.

The developer must **not** attempt to lobby individual members; to do so the Council reserves the right to withdraw from any pre application process.

Predetermination

In all meetings with developers, Councillors are reminded of the critical importance of not predetermining their position on any future application, as this could require them to take no part in the discussion. Councillors should avoid expressing any detailed opinion or prior view which might be viewed as predetermination.

This Protocol was adopted By Altarnun Parish Council 4th March 2020 under minute no. 39/20