

## **Planning Delegation**

For transparency planning applications are discussed at a Parish Council meeting. The Clerk is unable, and not permitted, to suggest a response on any applications.

As Greywell generally has bi-monthly meetings occasionally applications arrive in between meetings.

In these instances the Parish Clerk can request a time extension from the Planning Authority. The decision to allow an extension falls to the individual Planning Officer, isn't guaranteed and is usually for a maximum of a week.

When an extension isn't available or doesn't stretch to the next Parish Council meeting Planning Delegation to the Clerk comes into effect:

### Planning Delegation to the Clerk

- The Clerk submits details of the planning application by email to all Councillors, advising of the date by which they need a response from Councillors
- Councillors should respond individually by email, to the Clerk. The Clerk will then submit a response in accordance with the wishes of the majority of Councillors. A quorate response is also needed (3 Councillors)
- Councillors must not discuss the application with each other
- All Councillors should respond either with a comment of support, objection (with reasons for said objection) or, "I have no comment"
- In the case of controversial or major development applications, the Clerk, in consultation with the Chairman, may decide that an extraordinary meeting of the Council be called. This meeting would fall under the usual regulations of publication of an agenda 3 full days before the meeting
- Decisions made under this delegation will be reported to and minuted at the next Council meeting