**BRUNDISH PARISH COUNCIL**

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Description automatically generatedPLANNING RESPONSE POLICY**

This document outlines the Parish Council’s approach to requests for comment on planning applications affecting Brundish that are received from Mid Suffolk District Council (MSDC) planning authority.

**Outline of the Planning Application Process**

MSDC planning authority notifies the Parish Council of all planning applications that affect Brundish and as a statutory consultee the Parish Council is asked to comment.

The Parish Council is consulted for its local knowledge but does not determine the outcome of a Planning Application; this is the role of the planning committee at MSDC or sometimes by planning officers using delegated powers. Their decisions are based upon Planning Policies and Government Guidance.

MSDC must take into account, but not necessarily follow, the views or recommendations of the Parish Council.

The Parish Council’s comments upon individual planning applications are considered at MSDC Planning Committee Meetings. The Parish Council has the right (separate from supporters & objectors) to speak at these planning meetings if they feel strongly enough about a particular development.

Listed below are some valid reasons for objecting to a particular application:

* Highways – access/roads unsuitable for the development (where access is a relevant consideration).
* Loss of light – dependent on the size/siting of the development to a neighbouring property’s principal windows (can they be directly looked into?)
* Design/size/scale/materials of proposal in relation to the existing property, neighbouring properties and general location.
* Effect on/loss of protected trees or listed buildings
* Setting listed buildings on Conservation Area.
* Noise, fumes, smell or loss of privacy.
* Risk of flooding as a result of the proposal.
* Loss of a valuable facility if dealt with in the local plan.

Things which are not normally planning considerations include:

* Loss of view/aspect.
* Personal matters relating to the specific applicant.
* Changes to land/property values.
* Personal taste with respect to the proposal.

**Brundish Parish Council’s Planning Response**

Planning applications will normally be considered by the Parish Council at its publicly accessible scheduled meetings, however statutory planning rules impose timescales such that the response deadline may expire before its next meeting is due. To ensure the Parish Council always considers planning applications and submits any views or recommendations it deems appropriate in a timely manner, the Parish Clerk is granted authority to act on its behalf as described below.

**Delegated Planning Responsibilities:**

Brundish Parish Clerk has delegated authority from the Parish Council to:

* Respond on its behalf to planning applications for any minor works such as porches, alterations, or small-scale extensions where there are no obvious contentious issues
* Respond to any other applications, including new build or other contentious matters, but only where there is no possibility to extend the response deadline and where it is not possible to arrange a quorate Parish Council meeting within the given timeframe.

**Conditions of Delegation:**

* Prior to making any delegated response the Clerk must first distribute the planning application details to all councillors by email and then allowing a minimum of two days (if the deadline permits this) for response from the time of sending.
* The clerk must then take into account any views submitted by the councillors before submitting the council’s response.
* All delegated responses must be recorded and reported to the council at its next scheduled meeting