

CAVENDISH PARISH COUNCIL

The Role of Cavendish Parish Council in Dealing with Planning Applications

This document was adopted by Cavendish Parish Council at its meeting held on

13th November 2019

Cavendish Parish Council is a statutory consultee and hence is consulted on all Planning Applications within Cavendish Parish received by the Local Planning Authority – West Suffolk District Council (WSDC).

Notification of Planning Applications within the Parish are sent to the Parish Clerk who then notifies all the Parish Councillors. Only 21 days are allowed for the Parish Council to respond, however. If there is time to refer an Application to a meeting of the bi-monthly Parish Council Meeting, the Application is placed on the agenda and there is an opportunity for an Applicant, Objector or Supporter to address Parish Councillors. The Application is then discussed, and a decision is taken on an appropriate consultation response which is then forwarded to WSDC by the Parish Clerk.

Where an Application cannot be referred to the Parish Council because there is insufficient time for it to be considered at its bi-monthly meeting, the responsibility for commenting on the Application is delegated to the Chairman who considers it with one other Parish Councillor appointed by the Parish Council. There is an opportunity for other Parish Councillors to input their views and account is also taken of any representations received by the Parish Clerk or appearing on the WSDC website at the time. A response on behalf of the Parish Council is then forwarded to WSDC by the Parish Clerk.

Unless the decision on an Application is delegated to WSDC Officers, there is also an opportunity for a representative of the Parish Council (as well as any member of the public) to address the WSDC Planning Committee and the Parish Council may decide to avail itself of this opportunity in the case of important or controversial Applications.

The Parish Council operate a similar procedure for the consideration of Planning Appeals.

The Parish Council also encourages Applicants or their Agents to engage in pre-submission notification and discussion with the Parish Council, neighbours or others likely to be affected by a proposed development as this can sometimes help remove possible problems or objections at an early stage.

The Parish Council also advises that regular monitoring of the WSDC Planning Application Search website enables parishioners to be aware of Planning Applications which may affect them and on which they may wish to comment directly to WSDC and/or the Parish Clerk.

The Parish Clerk and Parish Councillors are available to receive any comments you have on current Planning Applications or Appeals. The Parish Clerk can be contacted by email on CAVVPC@outlook.com or on 07417 546046