



ASHMANHAUGH PARISH COUNCIL

PLANNING POLICY

Reviewed on 17th May 2023 (first adopted 5th March 2019)

Next Review Date: May 2026

Signed: *Harry Buxton*
(Harry Buxton - Chair)

Date: 17th May 2023

Signed: *Sarah Martin*
(Sarah Martin - Ashmanhaugh Parish Clerk)

Date: 17th May 2023

Planning Policy

Ashmanhaugh Parish Council has a right to be consulted on all **relevant** planning and development applications and is given a strict 21 days to respond. The Parish Council is committed to ensure the parish has a voice in this matter, and the local planning authority (North Norfolk District Council) has a duty to consider the views of the Parish Council when reaching a decision. The Parish Council wishes to be consulted on relevant planning applications in adjacent Parishes. This is interpreted as properties close to the border of the Parish and significant developments in adjoining Parishes such as new conurbations and significant business or infrastructure changes.

The Parish Council commits to conducting its business fairly and objectively. Each planning application is judged on its own merits. All responses will be based on material planning considerations i.e., the criteria by which the local planning authority will judge an application, notably whether it fulfils relevant planning policies. All councillors will abide by the Code of Conduct and must declare any personal/ prejudicial interest that may preclude participation in discussion or voting.

Aims of the Parish Council:

- To actively seek to protect and enhance the character and appearance of the village of Ashmanhaugh and surrounding parish
- to seek to ensure that any development, whether new or an alteration to an existing property, will be sympathetic to its surroundings
- to increase, wherever practicable, facilities for parishioners
- to conserve wildlife, flora and the countryside
- to focus on sustainability

Procedure:

NNDC sends notifications of new planning applications to the Clerk by email to the ashmanhaughparishcouncil@gmail.com address.

When the Clerk is on annual leave or off sick the In box will be checked by the Chair or a volunteer.

The response date is checked, thus deciding the procedure to be followed.

Option 1: If a meeting falls within a 21-day consultation period, and before the agenda is issued, then the item will go on the agenda and be discussed as usual. An email will be sent around in advance advising Councillors to look online in advance of the meeting. If the agenda has already been issued, then the item will be discussed under matters arising.

No hard copy documents will be available to look at in the meeting. Councillors are required to view the documentation online before the meeting.

Option 2: If the consultation falls outside of a meeting no extensions will be granted by NNDC and the Council will need to respond within the given 21 days. The Clerk will ask the

Chair to decide to decide if an extraordinary meeting should be called or if the matter can be decided by email.

- A. If they decide to hold a meeting, then the Clerk will organise and publicise this as per a standard Parish Council meeting.
- B. If the consultation falls outside of a meeting and the Chair decides to discuss the matter by email, then the Clerk will distribute the information by email to Councillors.

The NNDC notification letter will be put on the Parish Council website to make the public aware of the consultation.

Once the application has been discussed the Clerk will compose a response to Planning. This will then be sent to the Chair for approval before sending.