

WHITTINGTON PARISH COUNCIL

Planning Statement, Process and Procedures

Background

National Planning Policy is decided by the Department for Communities and Local Government, which is then actioned through HM Planning Inspectorate, based in Bristol. The Government's current national policy is the National Planning Policy Framework (NPPF). Local Plans are decided at County or District Council level. Councils which produce Local Plans are designated as Planning Authorities (Shropshire Council). Local Plans set out the planning policy and proposals for that area and identify where development can and cannot take place, the natural and built environment (including employment and retail) and transport. The Local Plan covers a reasonable period of time, in Shropshire from 2006 – 2026, but is kept under fairly constant review. The Local Plan is made up of several planning documents, known as Local Development Documents (LDDs). When adopted, the policies and guidance contained in these LDDs will play an important role in the assessment of individual planning applications within Shropshire. Two of the key documents which make up the Shropshire Local Development Framework (LDF) are:

- Core Strategy DPD - adopted 24 February 2011
- Site Allocations and Management of Development Adopted Plan – adopted 17 December 2015

Since the adoption of the Site Allocations and Management of Development (SAMDev) Plan, any saved planning policies from the district councils are considered out of date and have been replaced by the Local Plan.

Although there are a number of exceptions, anyone wishing to develop must apply to Shropshire Council for planning permission. Shropshire Council will notify the Parish Council of the application and other consultative bodies like the Highways Department and Drainage Engineers. It is current practice for Shropshire Council to consult neighbours with a common boundary with the site directly and to use a site notice or further letters to inform others in the area of the proposal as appropriate. Anyone is entitled to comment direct to Shropshire Council on a planning application whether or not they receive a letter. Members of the public can inspect the plans through Shropshire Council or on-line at its website - <https://shropshire.gov.uk/planning/>

The Parish Council as Consultee

The Parish Council is a statutory consultee on planning applications and is normally given 31 days to comment. When reviewing applications, the Parish Council's comments must relate to a relevant planning issue in order to be considered by Shropshire Council in reaching a decision. These issues are known as 'material considerations' and include, but are not restricted to, the following:

- LDF Policies
- Local strategies, such as relevant Parish and Town plans or Village Design Statements
- Visual appearance (including building materials and design issues);
- Environmental impacts (including loss of important open space or physical features, drainage, noise, disturbance or smells);
- Conservation issues;
- Impacts on safety (including traffic and highway safety);

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- Privacy issues (including overlooking and loss of light);
- Infrastructure provision and other community benefit

Issues that are not relevant include:

- effect on the value of property
- loss of view over other people's land
- possible future development not included in the application
- private property rights such as boundary or access disputes
- matters covered by other laws
- the morals or motives of the developer

The Parish Council will also consult the relevant local Design Statement if appropriate.

The Parish Council fully supports the current Parish Plan. This will ensure that full weight will be given to the wishes of the residents of the Parish and their desire to retain the character of the Parish. This will ensure that local knowledge will be used to ensure that any development will be in harmony and sympathetic to local needs.

The Parish Council fully supports measures to preserve and maintain the environment, including but not exclusive to measures to reduce energy use, promote renewable sources of fuel, support local employment and encourage the retention of local facilities such as schools, shops and social facilities. Due regard will be given to balancing the needs of the various residents and groups of the parish.

The Parish Council supports a balance of private and affordable housing. Where exception sites are proposed, the Parish Council would expect this to be for the provision of housing for local families.

The Parish Council supports new housing development in quantities that are both sustainable to the nature of the parish, within the parish obligations to Shropshire Council and to the needs of local landowners and businesses.

The Parish Council reiterates its preferences for the outlying hamlets of the parish to retain their character by limiting building to within the planning boundary and to within sustainable numbers. The Parish Council will also use the planning boundaries to determine its response to planning applications within the larger villages of Whittington and Park Hall. In principle, the Parish Council is opposed to any development that could lead to hamlets becoming at risk of being absorbed by the larger villages.

Whittington Parish Council's Planning Application Procedure – Responding to planning applications

Notification of a planning application will, in the first instance be sent to the Clerk who will in turn send it onto all members of the Council.

The Parish Council will respond to all planning applications within the time frame stipulated by Shropshire Council unless prior agreement has been given.

When a decision on a planning application is required prior to the normal monthly meeting an Extraordinary Meeting will be called. Extraordinary Meetings will be advertised in accordance with

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the standard procedures for Ordinary Meetings. Copies of the agenda will be placed on notice boards around the Parish and on the Parish Council's website. In certain circumstances, where an extraordinary meeting is not deemed necessary or cannot take place, responsibility for responding to the application is delegated to the Clerk (please refer to the Parish Council's Scheme of Delegation).

In certain circumstances, when local consultation is required, a Parish Meeting will be called prior to any decision being taken by the Parish Council.

Councillors are encouraged to study planning applications on the Shropshire Council's website, prior to discussing the application. Councillors are encouraged to keep up to date with Shropshire Council's Planning Guidance and Policies.

If a site visit is required prior to discussion at a meeting a Councillor should notify the Clerk so that arrangements can be made.

At the meeting, full discussion on the application will take place and an agreed decision will be made regarding the application.

Once a decision is made the Clerk will take the appropriate actions including, when appropriate, the formal submission to Shropshire Council, via the online planning portal.

Attendance of the General Public at Parish Council Meetings

Parish Council Meetings are open to the public. Members of the public are allowed to address the Council in accordance with agreed procedures during the Public Participation time of the meeting. This is the only public participation time of the meeting and members of the public are not allowed to participate in the Parish Council's discussions about an application.

If a member of the public is intending to make a public statement, they are advised to let the Clerk know. If several statements are to be made an agreed time limit per person may be enforced by the Chair.

Contacting Parish Councillors

Members of the public are entitled to contact their Parish Councillors, or any other member of the Council, about a planning matter which concerns them. When contacting a Parish Councillor on a planning matter, members of the public should remember the following:

- Parish Councillors are advised by their Code of Conduct not to make up their mind about a planning matter until all the facts have been properly presented to them at the meeting. To do so would be to pre-judge the case.
- A Parish Councillor who is personally or becomes closely involved in a particular case may feel obliged to declare a pecuniary prejudicial interest, bias or pre-determination in it and not take part in the decision-making process.
- A Parish Councillor is not obliged to report to the Parish Council anything said or written to him/her, although this is not normal practice, and may disagree with their viewpoint.
- As with all representations, anything said to a Parish Councillor may be quoted to the Parish Council which, generally, conducts its business in the presence of the public and press.

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If a member of the public makes representations on a planning matter to a Parish Councillor they should:

- ensure anything said is factually correct; and
 - send a copy of any letter to the Clerk to ensure it is officially received by the Parish Council.
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Consulting on Planning Applications outside the Parish

If issues are raised regarding a planning application outside the Parish by Whittington Parishioners due to the close proximity to the Parish and/or adverse impact to Whittington's infrastructure and/or resident's wellbeing, the Parish Council will consider submitting a response to Shropshire Council.

Planning enforcement

If you have concerns about a possible breach in planning control, please check Shropshire Council's guidance on Planning enforcement, which includes details of how to report this to Shropshire Council.

Pre-Application Engagement

Whittington Parish Council welcomes early engagement with planning applicants on major or complex planning proposals. Applicants are expected to comply with the policies set out in the Whittington Parish Council Planning Policy Statement. Whittington Parish Council undertakes to facilitate positive pre-application discussions between applicants, its Councillors and the community. It will also, where appropriate, participate in discussions with other planning stakeholders and decision-makers. For more details, please refer to the Pre-Application Engagement Protocol published on the website.

Further details

Further details including copies of Shropshire's Council's Planning Policies can be found at:

<http://shropshire.gov.uk/planning-policy>

Information about commenting on planning applications can be found at:

<https://shropshire.gov.uk/planning/news/how-to-comment-on-a-planning-application/>