

West Meon Parish Council Planning Applications Policy

Adopted by Resolution dated 5th June 2018

This policy outlines where WMPC are consulted by South Downs National Park Authority (SDNPA) as a Statutory Consultee on all planning applications within the Parish. Any WMPC comments made on an application are directed to Winchester City Council who act as 'Host' Planning Authority on behalf of SDNPA. **Note: the final planning decision is made by the Planning Authority, NOT WMPC.**

1. Notification of planning application by the Planning Authority to WMPC.
2. Once received, the application reference and a description will be available on the WMPC website. Any member of the public can view the full planning application on the SDNPA Public Access website.
3. Members of WMPC will be notified by the Clerk via e-mail of the application and the item added to the agenda of the next WMPC meeting. Any comments made by WMPC **must** be done within the standard 21-day consultation period.
4. WMPC Planning Committee members may decide the application warrants a site visit if the application does not:
 - a) give sufficient detail for members to make a decision;
 - b) where public interest has deemed the application requires a site visit;
 - c) where the application is deemed to have a significant impact on the village as a whole or
 - d) where the application is deemed to have a significant impact on neighbouring properties.
5. If a site visit is required, members of WMPC Planning Committee will make arrangements with the applicant. They will not be able to discuss the application with the applicant as it may be prejudicial to a decision being made by WMPC.
6. After a site visit, WMPC Planning Committee members will circulate any comments to members.
7. At the Parish Council meeting, under the Planning Agenda, any comments may be discussed along with other views WMPC members may have. The Clerk will also present comments sent to WMPC from members of the public.
8. The Chairman and Clerk may decide to hear oral submissions from members of the public and the applicant at a Parish Council meeting during the part of the meeting where members of the public are invited to speak. Those speaking must respect the Standing Orders in relation to the length of their presentation, unless Standing Orders are lifted for this matter.
9. WMPC will take note of guidance from the Planning Authority, adopted planning policy, national planning guidance and the West Meon Village Design Statement and Landscape Character Assessment. It may also refer to previous comments made by WMPC on historic planning applications for the same application site.
10. WMPC will decide final comments to make on an application via a vote. Any comments made will be 'Material Planning Considerations'. The WMPC comments will be recorded by the Clerk and submitted to the Planning Authority in writing/e-mail.
11. Where it is not possible to discuss an application at the next WMPC Parish meeting within the consultation period, the Clerk may submit comments to the Local Planning Authority if the latter agree to accept them.