

Planning Training

Date: Tuesday 11 October 2022

Location: Town Council Offices

Time: 5:30pm – 8pm

Attendees: Cllr Daymond, Cllr Incorvaia, Cllr Jordan, Cllr Lane, Cllr Lawson, Cllr Leach, Cllr Leivers, Cllr Lewis, Cllr Marsay, Cllr Pyatt & Cllr Wiles (11)

Deputy Clerk – Claire Dornan

Administrator – Tina Griffin

Apologies – Cllr Buxton

Understanding the Planning System course with Norfolk Parish Training & Support

Summary of the training session

1. Overview: Most new buildings or major changes to existing buildings need consent known as planning permission.
2. Some development is allowed under Permitted Development rights: View details on the Planning Portal (your responsibilities).
3. Development is defined under the Town and Country Planning Act 1990.
4. The Local Planning Authority follows a 'plan-led' approach: Local Plan, Neighbourhood Plan, National Planning Policy Framework (NPPF).
5. The role of the Parish/Town Council as a consultee: to comment on planning applications.
6. Four main types of applications: full, householder, outline, and reserved matters.
7. Debating applications at the Parish Council: encourage engagement and understand the policy context. When formulating a response to the local planning authority, listen to the community's views, ensure comments are material, formalise response at your meeting.
8. Material planning considerations (see Planning Aid document): think 'relevant'.
9. Non-material considerations: think 'not relevant'.
10. The process followed by the Local Planning Authority: each application is assigned to a case officer who begins the process of consultation.
11. Planning conditions: must be reasonable, necessary and enforceable.
12. Developer contributions: Section 106 agreements, Community Infrastructure Levy (CIL): Prescribe the nature of the development; compensate, mitigate.
13. Planning Appeals: no fee, managed by the Planning Inspectorate.
14. Planning Enforcement: Planning authority to decide if expedient to enforce.

15. Good practice: follow procedure; listen to concerns; engage with planning officers and developers.