

LYMINGE PARISH COUNCIL

PROCEDURE FOR ASSESSING PLANNING APPLICATIONS

DELEGATION FROM THE COUNCIL

- 1 This procedure was agreed by the full Council on Monday 27 July 2015 and recorded in minute 11.3.

PROCEDURES

- 2 The procedure will operate within Local Government law and within the Council's own Standing Orders.
- 3 A lead Councillor shall be elected at the Council's Annual Meeting. The Council may, at that or any other time, elect a deputy lead Councillor.
- 4 Both the lead Councillor and the deputy lead Councillor may stand for re-election.
- 5 The quorum for making a decision shall be that applying to Full Council.
- 6 Planning applications will be received by the lead Councillor who will email all other Councillors with a web link to the application and a recommendation. All Councillors will assess the application and respond to the Clerk and copied to the lead Councillor.
- 7 Any Councillor may request the Clerk to hold a special meeting of the Council to determine the Council's view on a planning application.
- 8 Subject to clause 7 above, the Clerk is granted delegated powers to decide upon planning applications, based on member views, under section 101 of the Local Government Act 1972. The Clerk will respond to Shepway DC.
- 9 The Clerk will submit decisions on planning consultations to the next Council meeting for ratification.
- 10 The Council will review this procedure annually at the Council's Annual Meeting.

FREQUENCY OF USE OF THE PROCEDURE

- 11 Because of the uncertain timing of receipt of planning applications this procedure shall be used as soon as possible after receipt of each planning application.

LIMITS OF THE PROCEDURE

- 12 This procedure does **not** have a function of determining the Council's views on policy documents.

Agreed by full Council on 27/7/2015.

No change agreed at full Council on 24/10/2016.

No change agreed at full Council on 22/5/2017.

To be reviewed again by the Finance and Administration Committee in June 2018.