

Weston Beggard Parish Council
POLICY FOR DEALING WITH PLANNING APPLICATIONS
BETWEEN PARISH COUNCIL MEETINGS

Ratified at Meeting No WBPC/HALC/MW/003 10th May 2016 –
Reviewed 21st May 2018 – Reviewed 20th May 2019; 17th May 2021; 16th May 2022; 22nd
May 2023; 3rd May 2025; 9th May 2026

A meeting will always be called to comment on potentially contentious planning applications.

The responsibility for commenting on non-contentious planning applications which, due to time restrictions, cannot wait for the next Parish Council meeting, to be delegated to the Clerk (in liaison with all Councillors) and in line with the following:

1. Clerk receives application from Herefordshire Council and records the details
2. Clerk places a copy of application details on the Parish Notice boards and invites comments from the public within a 14-day specified time period
3. Clerk notifies **all** Parish Councillors of the application
4. Cllrs may visit the site (as a group) to acquaint themselves of details if considered necessary

No discussion on site with either applicant or members of the public

5. Members of PC may show plans to neighbours in vicinity of application site, members of the public can respond individually to the Planning Officer
6. Members of PC meet to discuss comments (off site) which are then forwarded to the Clerk
7. Clerk forwards comments to Herefordshire Council making sure that comments are lawful and purely on planning (not personal) grounds
8. Clerk notifies all Councillors of the Parish Council's response either by email, post or at the next meeting as considered appropriate.
9. Parish Council's response to be noted at the next meeting and be included in the minutes accordingly