

STANFORD RIVERS PARISH COUNCIL

Address: c/o Ware Farm, The Street, High Roding, Essex CM6 1NT

Clerk: Mrs Adriana Jones Email: clerk@stanfordrivers-pc.gov.uk www.stanfordrivers-pc.gov.uk

PLANNING POLICY / DELEGATED POWER TO THE CLERK

Background

Stanford Rivers Parish Council is mindful that it has an important role in relation to planning applications. It is a statutory consultee in the planning process. Responses to planning applications must be within a specified time frame, usually 21 days. There is a need for transparency in this process. This policy is written to explain how the Council will deal with planning applications so enabling both Council Members and the public to involve themselves effectively with that process.

Responses to planning applications

Planning Applications are accessed via the Epping Forest District Council's (EFDC) weekly list. The EFDC emails the Parish Clerk who emails to all Councillors with, where necessary, notes on clarification for Members to reply with their comments on the application. The comments are collated by the Clerk who formulates a response based on the majority view and sends this to EFDC. The Council's responses and EFDC's decisions on planning application are placed on the next Parish Council agenda.

Dealing with applications at Parish Council meetings

The Parish Council may consider planning applications either via email and report the decision at its meetings, or at meetings themselves.

The Parish Council will consider applications in line with the District Council's Planning Policy guidelines and any "material considerations" which includes, but is not limited to: amenity, appearance of the development, conservation, design, effect on wildlife, highway safety, historic buildings, loss of light or privacy, noise, overshadowing of your home, traffic and parking issues and loss of sunlight.

In the event of an application being received which could be controversial then the Chairman and Clerk could convene an extra ordinary Meeting to consider the application.

It is noted that the District Council's Planning Department/Committee has the final say on all applications, and the Parish Council is only one of many consultees. Councillors and parishioners can write to the District Council with their views on planning applications and it is helpful to the Parish Council if they sent a copy of their letter to the Parish Clerk. Letters received will help to inform the Parish Council in formulating their response to applications.

Approved by	Council	Date
Last reviewed	Full Parish Council	6 th March 2025
Next review due:		