



# LOOE TOWN COUNCIL

## PLANNING PRE-APPLICATION CONSULTATION POLICY

The following guidance notes and statements determine the Town Council's Policy regarding planning pre-application meetings for major developments.

### *Guidance for Councillors and developers:*

Looe Town Council recognises that pre-application discussions play an important role in major planning applications and welcomes the desire of developers to consult both the Council and the public more widely. However, the Council is also aware of the importance of public perception in planning and the critical need to avoid any appearance that the Council is conducting secretive negotiations or colluding with developers.

### *Pre-determination:*

In all meetings with developers, Councillors are reminded of the critical importance of not predetermining their position on any future application, as this could require them to take no part in the discussion. It is noted however that expressing a pre-disposition, for example of either 'welcome in principle' or 'concerns', is permissible.

### *Individual Councillor's responsibilities:*

1. To carefully consider the public perception of their comments.
2. To avoid any appearance of collusion in applications likely to cause controversy.
3. To avoid accepting hospitality in connection with any application.
4. Councillors must **not** purport to be representing the Council, unless expressly authorised to do so by the Council.

### *Pre application briefings:*

The Council is, in general, willing to hold meetings with developers prior to public consultation on the following two conditions:

1. Full public consultation is either already scheduled or firmly planned.
2. The meeting is open to the public to attend and has been reasonably advertised.

The policy of the Council is **not** to hold private meetings with developers unless there is a necessary and compelling reason that could be justified to the public (for example a strong commercial sensitivity, where a developer wishes to receive a initial steer before deciding whether to progress).

### *Pre-application public consultations:*

The Council encourages developers to carry out full public consultation before submitting plans for major developments, on the following basis:

1. An accessible and convenient venue.
2. Sufficient publicity to likely interested parties, in good time.
3. Appropriate timings to allow as wide a range of people as possible to attend.
4. A genuinely open mind and willingness to adapt plans in response to feedback.

In general Councillors are advised not to attend separate private briefings as part of public consultation, but instead to attend with the public.

Adopted by Council 22<sup>nd</sup> February 2016