

THROPTON PARISH COUNCIL

PLANNING POLICY

ADOPTED: 15th June 2026

REVIEW DATE: 18th May 2027

Parish Councils (PC) are statutory consultees in the planning process and must be informed of all planning applications within the parish. The PC can only comment on these planning applications in the same way as any other member of the public.

Members of the public attending a Parish Council meeting can comment, speak in support of or object to any application during the '**public question**' segment of the meeting, but not during the council's deliberations later.

Comments agreed in a council meeting are submitted in writing by the Parish Clerk to Northumberland County Council.

Prior to the meeting, members of the PC will study the plans, forms and details submitted with the application.

Should a planning application be received and require comment before the next scheduled meeting of the council, the TPC Standing Orders advise the following:

- 12.4 The Clerk has delegated authority to respond to Planning Applications following consultation with all Parish Councillors, if the time for a response is before a scheduled meeting of the Council.

However the Chairman, Vice Chairman and Clerk have delegated authority to agree a Planning Committee meeting should be held. The Terms of Reference of the Planning Committee are attached at Appendix A.

The PC is only a consultee and counts as one opinion. The PC can seek the views of residents of the parish, particularly in controversial cases, and will reflect such local feeling during the deliberation process. However, should there be widespread objection, or support, for a proposal the PC will always urge members of the public to send their own individually written letters or e-mails directly to the planning authority.

It must be understood that the PC's comments in response to a planning application can only be based on planning matters. Where possible the PC can quote policies in the Northumberland Local Plan as these are the starting point for considering the merits of any application.

Objections should be clear, concise, relevant, and accurate to stand a chance of being accepted. Whilst the local planning authority must consider the representations of the PC, this does not mean

that an application will be decided in accordance with the views of the PC. In reaching a decision, the local planning authority is required to weigh up all issues associated with an application and comments made by the PC may have insufficient weight to enable the application to be determined in line with the wishes of the Parish.

Any comments or objections made must have a genuine material planning consideration. Further information is available on the planning portal:

<https://www.planningportal.co.uk/services/help/faq/planning/about-the-planning-system/what-are-material-considerations>

Further guidance and information on planning matters are available at the following links:

Northumberland County Council website:

<https://www.northumberland.gov.uk/planning-and-building/planning>

<https://www.northumberland.gov.uk/planning-and-building/planning-policy/northumberland-local-plan-2016-2036>

The Planning Portal, contains information on planning and building control:

<https://www.planningportal.co.uk/>

APPENDIX A

TERMS OF REFERENCE: PLANNING COMMITTEE

Membership

- 1.1 The committee shall consist of all Parish Councillors.
- 1.2 The quorum of the committee is three.

Meetings

- 2.1 The committee will meet as and when required.

Minutes

- 3.1 The minutes will be taken by the Parish Clerk.

Chairing

- 4.1 The committee shall elect a chair and vice-chair annually.
- 4.2 The clerk will be responsible for drawing up the agenda in consultation with the chair.

Areas of Responsibility

5.1 The committee will be responsible for reviewing and agreeing a response to planning applications, should they be received with insufficient time to enable the next scheduled meeting of the Parish Council to consider.

5.2 The Chairman, Vice Chairman and Clerk have delegated authority to agree a Planning Committee should be held.

5.3 Should a planning committee not be deemed necessary, the Clerk has delegated authority to respond to Planning Applications following consultation with all Parish Councillors.

Review

- 7.1 These Terms of Reference will be reviewed on an annual basis by the Parish Council