

HINTON PARISH COUNCIL

Pre-Application Planning.

HINTON PARISH COUNCIL welcomes early engagement with planning applicants on major or complex planning proposals.

2. Applicants are expected to comply with the policies set out in ANY COUNCIL DOCUMENTS AND STATEMENTS THAT MIGHT EXIST.

3. Hinton Parish COUNCIL undertakes to facilitate positive pre-application discussions between applicants, its Councillors and the community. It will also, where appropriate, participate in discussions with other planning stakeholders and decision-makers.

4. Hinton Parish COUNCIL undertakes to:

- Seek and encourage early engagement regarding evolving planning proposals;
- Respond positively to requests for assistance or advice from applicants;
- Work constructively with applicants to identify means to mitigate any potential negative impact of a proposal;
- Facilitate, where useful, public meeting to allow community engagement and consultation by applicants;
- Conduct all pre-application engagement in public;
- Make all information received publicly available, usually on the Parish council website, where appropriate;
- Keep applicants informed of the process and outcomes of engagement;
- Meet the applicant's requirements as closely as possible within available resources.

5. **Applicants seeking pre-application** engagement should:

- Contact the Clerk on Clerk2hintonpc@hotmail.com at the earliest opportunity so that arrangements for pre-application engagement can be put into place.
- Set out in writing (email preferred) the nature of the proposal with as much information as possible and the nature of engagement or advice that is sought. In addition, any other relevant information such as supporting documentation, target dates, issues with statutory consultees or potential public concerns would also be helpful.
- Prepare a presentation for meetings before Councillors if this will be helpful to the applicant. Where possible, these should be on a PowerPoint presentation and supplied to Hinton Parish COUNCIL at least 7 days in advance of the presentation. Supporting information should also be supplied electronically;
- Not represent the conduct of any pre-application engagement as implied or explicit approval for any proposal;
- Approach the Clerk in the first instance and avoid contact with individual Councillors.