

## **NEWBIGGIN BY-THE-SEA TOWN COUNCIL**

**COUNCIL MEETING 11 NOVEMBER 2009**

**Report of Town Clerk**

1. PLANNING CONSULTATION
2. The Town Council is a statutory consultee for the purposes of the Town and Country Planning Acts and must be advised of applications for planning permission relating to land and buildings within its boundaries.
3. Northumberland County Council the local planning authority has advised through the Area Development Manager that it intends to conduct the parish consultations through the Planning Portal. This is an e-consultation hub for planning application consultations arranged by a government organisation promoting the use of electronic procedures in planning matters. Before the Town Council can fully use the e-consultation hub it will need to be registered and to receive training; the County Council is in discussion with David Hand from the Portal about these matters.
4. Some interim arrangements have been put in place so that the Town Clerk is notified by e-mail of alerts for planning applications that have been submitted. The consultation period is only 21 days so the Town Council now needs to formalise its procedures so that any comments or representations can be taken into account.
5. It will frequently be the case that the consultation period would expire prior to applications being considered at the next meeting of the Council so it is suggested that the Town Clerk be delegated to make formal representations through the Planning Portal and electronically in the interim following consultation with members.
6. In the event of differing views of members of the Town Council regarding individual planning applications only a majority view will be formally submitted. Any individual councillors having an opposite view must make their own arrangements to submit views to the planning officers but not in the name of the Town Council.
7. To ensure that representations can be made within the 21 day consultation period it will be necessary for members to make their views known to the Clerk as soon as possible after notification and in any event within 14 days.

**RECOMMENDED** that the Town Clerk

(1) be given delegated authority to respond formally to planning consultation

(2) make the necessary arrangements for registration and training regarding the Planning Portal and acquire any necessary equipment.