



Wallingford Town Council

PRE-APPLICATION PROTOCOL POLICY FOR COUNCILLORS

ISSUE HISTORY

Issue No.	Date of Adoption	Reference in Minute Book	Comments
2			Updated at Planning 21.12.2020
2	11/01/2021	529/01/2021	Full Council 11/01/2021
3	22/2/2021	654/02/2021	Updated at planning 1/2/21

GUIDANCE FOR COUNCILLORS AND DEVELOPERS

Wallingford Town Council recognises that pre-application discussions play an important role in 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 need to avoid any appearance of secretive negotiations or collusion with developers.

Council prefers developers to make presentations at scheduled meetings of its Planning Committee and that these will take place in public participation.

If requested, all pre-application paperwork submitted by the developer must be made available to the public.

If a specially called meeting is required, then Council will expect the consulting developer to pay for the venue.

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

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

Wallingford Town Council will not be offering advice on Planning Policy. Any advice given by Wallingford Town Council will be shared with South Oxfordshire District Council.

PRE-DETERMINATION

In all meetings with developers, Councillors are reminded of the critical importance of not pre-determining their position on any future application. It is noted however that expressing a pre-disposition, for example of either 'welcome in principle' or 'concerns', is permissible however this advice is not binding.

INDIVIDUAL COUNCILLORS' DISCUSSIONS

If individual Councillors are approached by developers for informal discussions of possible future applications, all such requests should be notified to the Town Clerk and referred to a meeting open to the public of the Planning Committee, or, if felt appropriate, Full Council.

PRE-APPLICATION PUBLIC CONSULTATIONS

The Council will, in general, encourage developers to carry out a local public consultation before submitting plans for major developments. Developers will be asked to provide assurance that full public consultation is either already scheduled or firmly planned.

Pre-Application Protocol July 2019
Paula Lopez
Updated BA Dec 2020
Updated 3/2/21 ba