

Pre Application discussions with the Boxley Parish Council Environment Committee.

- Intending applicants who attend having given no notice, will be allowed up to 3 minutes to address members. This is Parish Council policy and the meeting will be adjourned to allow this. Once reconvened the applicant is unable to contribute unless asked a direct question by the chairman or committee member.
- Where sufficient advance notice has been given, details of the proposed application will be included on the agenda, but the same 3-minute rule will normally apply.
- If it is a request from or on behalf of a development company or if it is large-scale development then an agenda item may be included to allow fuller discussion between the developer and councillors.
- The would-be applicant may submit a draft plan to allow members to consider the proposal; and, with prior arrangement, also use the parish council's projector if they wish to show photographs etc. to help their explanation.
- Members can ask questions to help the potential applicant resolve any concerns they may have, such as, for example, additional traffic, access and egress to the site, design, loss of privacy to neighbours, etc. Members are, however, asked to refrain from discussing in depth issues that would be the responsibility of the MBC Planning Department. For example, they can ask for sympathetic materials but will not normally discuss the exact materials that they would wish to see.
- Members will then be asked, where possible, to restrict their comments to one brief succinct statement about the proposed application. Where possible members are to refrain from repeating concerns already stated by other members. The chairman will then sum up the exchange.
- Members will not be able to state whether they would support the proposed application. The parish Council's policy is that such a decision can only be taken when a formal planning application is received from the MBC Planning Department for comment.
- NOTE: The Council has a policy that members will not take into account the personal circumstances behind a planning application. Councillors will work to the Planning Material document produced by the parish office.