

## **The Planning Application Process at Cople Parish Council (Guidance)**

All Planning applications for Cople are considered by Bedford Borough Council. Cople Parish Council review the planning applications which are being considered by Bedford Borough Council and comment on them on behalf of the community.

Comments made should comply with the following material considerations:

- Amenity e.g. impact on neighbours, overlooking, loss of daylight, overbearing impact, noise, disturbance, pollution
- Design e.g. impact on buildings, site, street scene, visual impact
- General residential layout (Landscaping, play areas, crime)
- Highways e.g. access, egress, parking, manoeuvring, traffic congestion
- Planning Policies – must comply
- History of the site e.g. any previous permission on the site or vicinity

Comments made that are non material considerations and will not be considered by Bedford Borough Council are:

- Personal circumstances of the applicant
- Potential loss in value of surrounding properties
- Competition
- Legal rights – human rights – privacy
- Intended user of the development
- Whether the applicant is known/unknown, local etc.
- Loss of view over another person's land (this is not a material consideration)
- Internal layout

When a planning application is received by the Clerk, it is recorded on Cople Parish Council website at <http://www.copleparishcouncil.bedsparishes.gov.uk/planning/>.

Cople Parish Council have 28 days to respond to an application.

A Parish Councillor who has a personal/prejudicial interest in a planning application is required to declare this.

All planning applications are then forwarded onto Parish Councillors along with the link in order that they may view the application online. Parish Councillors are encouraged to view the application fully in preparation for discussion at the next meeting.

**Residents with an objection to a planning application are advised to notify the Clerk immediately.**

If the response date falls between the schedule of meetings, it may be necessary to formulate a response. Provided the application is of a non-contentious matter and as a result there have been no neighbour objections, Parish Council may delegate authority to the Clerk to respond to the application on their behalf. Responses will be agreed in consultation with all members of the Parish Council.

When considering contentious planning applications, an extraordinary meeting will be called.

All planning applications considered between the schedule of meetings will be reported at the next meeting.

Click the following link to see the guide to online planning

<http://edrms.bedford.gov.uk/OpenDocument.aspx?id=1sJMVEEToeUzIFXTE515IQ%3d%3d&name=A%20GUIDE%20TO%20PLANNING%20ONLINE.pdf>

Any resident objections to applications should be sent direct to Bedford Borough Council Planning Department or emailed to [planning@bedford.gov.uk](mailto:planning@bedford.gov.uk). Copies of objections should also be sent to [coplepc@outlook.com](mailto:coplepc@outlook.com) for the attention of the Parish Council.

The planning application is then monitored by the Clerk and once a decision has been made, this will be reported at the next Parish Council Meeting.