

# TEWKESBURY TOWN COUNCIL



Welcome to our Planning Committee

an information leaflet for visitors

# Welcome to this meeting of Tewkesbury Town Council's Planning Committee

If you have never been to a meeting before, this booklet will help you to understand our procedures. We hope that you will find the meeting interesting and that you will want to come again. We think it is really important that you have the opportunity to play your part in shaping, preserving and enhancing our unique, historical riverside town.

## **Before the meeting .....**

Planning meetings usually take place every two weeks, depending on the time of year. At least three clear days before each meeting, the agenda will be published on our website

**[www.tewkesburytowncouncil.gov.uk](http://www.tewkesburytowncouncil.gov.uk)**

and displayed in at least one of our noticeboards, which can be found:

- Here at the Town Hall
- At the Warwick Place Play Area, Priors Park
- By the south side bus stop on Ashchurch Road, Newtown
- In front of the shops on Carrant Road, Mitton

Sometimes you will hear about planning applications that cause you concern or excitement, either by word of mouth, by seeing a planning notice on a site, or by social media. To find out more, you can either visit Tewkesbury Borough Council's Planning Portal at

**[www.tewkesbury.gov.uk/planning](http://www.tewkesbury.gov.uk/planning)**

or you can attend Planning Committee meetings. If you want to express an opinion you can do that too, either through the Planning Portal, at a meeting, or by contacting one of your ward councillors. Contact details are available on our website.

### **Our pre-applications policy.....**

Here at Tewkesbury Town Council we have adopted a pre-applications policy. This give us a code of conduct to follow in respect of planning applications. For example, everything we do must be open to public scrutiny. It also means that councillors should not say publicly before a meeting has taken place, how they think the Council should vote, on any particular planning application.

### **During the meeting .....**

At each meeting the chairman will give members of the public an opportunity to speak, if they wish to do so. People can speak for up to three minutes each, unless there are more than four people who wish to speak, in which case each person will have a bit less than three minutes. Please wait for the chairman to invite you to speak. If you know what you will want to say, it will help if you can plan your statement beforehand.

After members of the public have had an opportunity to speak, the planning committee will look at each item on the agenda in turn. They will discuss plans, also statements from other consultees before agreeing on their own response, which will be submitted electronically during the meeting.

Sometimes there are only a few applications to discuss and at other times there are many. We will understand if you need to leave the room quietly, before the meeting is finished.

## **After the meeting .....**

We are consultees in the planning process and Tewkesbury Borough Council is the actual Planning Authority.

It can take up to three days for the comments we have submitted to appear on the Borough's Planning Portal. Once the application has been on the portal for three weeks, a final decision will be taken by the Borough, usually in a meeting of councillors, unless the application is straightforward and no one objects to it. You can find their decisions on the Portal.

## **Other things that Tewkesbury Town Council Planning Committee does .....**

This Planning Committee also plays its part in the wider world beyond Tewkesbury.

We make judgements about applications to neighbouring authorities when we think they will impact on this parish. We are aware of the need to protect the quality of life of Tewkesbury residents and ensure that our floodplain and our utility and road infrastructure and not adversely affected by developments in neighbouring parishes.

We also respond to Government consultations, for example, we gave feedback on the recently-proposed changes to the National Planning Policy Framework. Again, we concentrated on aspects that are most relevant to our town, with respect to historical and environmental heritage, and quality of life for local residents.

You can play your part in these activities, by attending our meetings and encouraging us to keep working in the best interests of this, our town. We hope to see you again soon.