



# PLANNING COMMITTEE PROTOCOL

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TOWN COUNCIL MEETING

REPORT 97/20

14 DECEMBER 2020

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The purpose of this Report is to recommend Members to adopt an addition to its Planning Committee Protocol.

**No. DETAILS**

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**1) BACKGROUND**

- a) By Minute 29/20 of its meeting of 9 March 2020 the Town Council adopted a Protocol for the work of its Planning Committee, available [here](#).
  - b) Recent experience has indicated the value of including specific clauses relating to the important work, of real value to both residents and the development of the town's infrastructure, by Members' visits to residents.
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**2) PROPOSED ADDITIONAL CLAUSES**

- a) A copy of the proposed additional clauses, previously circulated to the Planning Committee Members, is attached to this Report.
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**3) RECOMMENDATION**

Members are recommended to agree the additional clauses to the Planning Committee Protocol.

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# VENTNOR TOWN COUNCIL

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## DRAFT ADDITION TO PLANNING COMMITTEE'S OPERATIONAL PROTOCOL

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To be inserted between Sections 3 and 4 of the protocol adopted at the Town Council Meeting of 9 March 2020

### **Contact with residents**

- a) Residents' questions, concerns or complaints about planning matters received by Staff or Members will be referred to the Planning Committee's Chair.
  - b) If direct contact is appropriate, and agreed to by the resident, the Chair will arrange a meeting by appointment at which he will be accompanied by either another Member of the Planning Committee or the Assistant Clerk.
  - c) Both visitors will carry clear identification.
  - d) It will be made clear to residents visited in these circumstances that the only purpose of the visit is to offer advice and guidance on how to progress the matter if they wish to do so and that decision-making lies with the Isle of Wight Council as the Planning Authority.
  - e) Residents visited for these purposes will receive a written summary of the discussion except where planning committee members are viewing the site of a formal planning application and full access to the property is needed to properly assess the proposed development.
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