

Reviewed 18 April 2022

DEVELOPER ENGAGEMENT POLICY

1. Policy Statement

This policy is designed to clarify how Forsbrook Parish Council (FPC) will engage with developers

and/or their agents, both prior to, and following, the submission of a planning application

within the parish. This policy will inform Councillors and Officers when arranging discussions

with developers.

2. Policy Scope

This policy applies to all Councillors and Employees. This policy also applies to all stages of the

development cycle including speculative queries and during the construction phase. FPC will

not be offering advice on Planning Policy or formal view at such presentations.

3. Responsibility for implementation of the policy

3.1 The council has overall responsibility for the effective operation of this policy.

3.2 All Councillors and employees should ensure that they take the time to read and understand

it. Any breach of this policy should be reported to the Clerk.

3.3 Questions regarding the content or application of this policy should be directed to the Clerk.

4. Pre Planning Application Developer Meeting Guidelines

The Parish Council recognises that pre-application discussions play an important role in major

planning applications and welcomes the desire of developers to consult both FPC and the

wider community. FPC is also aware of the importance of public perception in planning and

the need to avoid any appearance that FPC is conducting secretive negotiations or is colluding

with developers. It is important therefore that such pre-application discussions are undertaken appropriately and transparently.

FPC will, where possible, accommodate requests from developers to present their preapplication proposals at a Council or other arranged meeting prior to public consultation on

the following three conditions:

Individual Councillors may be approached by developers for informal discussion and this is to

be approached with caution and, in all instances, notified to the Clerk. Councillors must make

it clear they are not representing FPC at any time except in the appropriate meeting, unless

expressly authorised to do so.

4.1 Pre-application planning discussions, communications and any comment given by the Parish

Council will not bind the Parish Council to making a particular decision and any views

expressed will be without prejudice and on the basis of the information available at that time.

4.2 Where possible, meetings will normally be before a meeting of the full Council , and as a preference be open to the public. A record of

meetings with developers on site and/or outside of a meeting of FPC will be made and

reported to the next Council meeting. Should developers not wish to attend a meeting open

to the public, a closed meeting may be arranged.

4.3 Developers will be sent a copy and asked to acknowledge receipt and their understanding of

this Policy.

5. Post submission of a Planning Application

Following the submission of an application, any discussions with developers should be held as

open sessions during, or prior to, a parish council or committee meeting.

6. Construction Phase

There are many issues that arise during the construction phase, from amendments to plans,

disputes with neighbours and highways issues. A Councillor may, on the instruction of Council

or the Planning and Transportation Committee, act as a representative to feedback on such

issues.

7. Advertising of meetings with developers

FPC will use the publication of Agendas (parish main notice board), social media and the

parish website to notify local residents of such open meetings and encourage their attendance. Where a meeting is closed, the appropriate Agenda will still state the meeting

time and date and developer/agent name.