

Delegation to the Clerk – Planning Applications

Where a planning application is received between meetings of the Council, the Clerk (Proper Officer) is authorised to submit a response on behalf of the Council provided that:

- a) The application is assessed by the Clerk as non-contentious and raising no material planning objections; and
- b) The proposed response reflects existing Council policy, previous planning responses, or standard planning considerations; and
- c) All Members of the Council have been consulted and **100 percent of those Members who respond** have confirmed agreement to the proposed response, such agreement to be given by email or other electronic means; and
- d) **No Member has indicated that they wish the application to be deferred** for consideration at a full Council meeting or an extraordinary meeting.

Any response made under this delegated authority shall be reported to the next meeting of the Council and recorded in the minutes for information.