

## MALVERN TOWN COUNCIL PLANNING POLICY

### Responsibilities

1. to maintain an effective planning consultation process;
2. to encourage sensitive and high quality development within the Town Conservation areas;
3. to participate fully in the development and implementation of local plans, policies and interests in order to ensure that these have a beneficial impact on Malvern;
4. to seek to obtain legitimate planning gain (Section 106 money) for the town from all major developments in Malvern.
5. to receive reports from Working Parties formed to look at specific planning issues such as the South Worcestershire Development Plan.

### Procedure for Town Council Planning Consultation

The Committee appoints a Champion for each Ward who deals with the following consultations:

- Planning applications.
- Conservation area changes including Tree Preservation orders.
- Public entertainment licenses as advised to the Town Council.
- South Worcestershire Development Plan (SWDP).

Malvern Town Council sends the planning list to all Councillors as soon as it is received.

**Minor** – this category is for applications such as satellite dishes, limited signage or the erection of a conservatory, an extension or erection of one dwelling, the change of use of a shop to residential etc to which the Council is likely to have 'No Objection'. These applications are noted without discussion at each meeting of the Committee.

**Major** – this covers significant planning applications such as large housing or supermarket developments. These applications are presented to Committee. They may attract members of the public to the meeting. The practice at the meeting will be to invite those members of the public to speak and raise any items of concern, thus enabling the Council to fulfil its representational role.

Before the meeting, a member of the Strategic Planning Committee visits the site and any neighbouring properties. The member may also visit the District Council Planning Office (Brunel House, Portland Road) and consult with a Planning Officer on any item of particular concern before presenting the application to the next meeting of the Strategic Planning Committee. The presentation should cover the location of the site, the main aspects of the proposed development,

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the views of local people and finally the recommendation of the Strategic Planning Committee as to what comments the Town Council should make on the application to the District Council.

All comments on planning applications must be based on planning matters, including:

- The compliance of the proposals with the adopted development plan.
- How the proposal fits in terms of design and use with its surroundings.
- The effect of sunlight and daylight on adjoining properties.
- The loss of privacy to adjoining properties.
- The effect on parking, drainage, traffic, road safety and general disturbance to local residents.

Planning comments do not include:

- Spoiling of householder views.
- Devaluation of property.
- Covenants affecting properties.
- Nuisance caused by building work.
- Land ownership disputes.
- Personal preferences for the site.

It is important that all comments are clear, concise and accurate. It helps if the Council suggests conditions it would like to see imposed if the local Planning authority permits the application.

Malvern Town Council staff will aim to prepare and send the comments of the Committee to the District Council within seven days of the meeting. If the comments are too late to be included on the District Council Planning Committee Agenda, staff will circulate the comments by letter to MHDC.

*Members should note that the majority of planning applications are dealt with by MHDC Planning officers under delegations in conjunction with the relevant District Councillors.*

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