

Pre Application Advice

We encourage applicants or agents to discuss their proposals with our planning officers before making a formal application. Pre-application discussions can highlight potential issues at an early stage and can benefit both us and potential applicants.



Formally applying

Apply online or request an application form



Administration

Formal application received, checked and if valid (correct fee and documents) registered onto planning computer system.



Publicity

The proposal is notified to neighbours, the Parish Council and other interested parties.



Consideration

The planning officer considers responses from consultees, neighbours and other bodies. A site visit is made by the planning officer.



The Decision

A report is prepared by the planning officer and a decision is made either under delegated powers by officers or by elected members at a committee meeting. A decision notice is issued to the applicant or agent.