



**GAMLINGAY PARISH COUNCIL**

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## **Large Scale Planning Applications (LSPA)**

- 1) If proposal is put forward by a landowner or developer/agent of a significant size (greater than 10 units of accommodation, of 1000m<sup>2</sup> floor space), prior to a Planning Application, the proposal will be classified as a large scale development proposal. (LSDP)
- 2) If the proposal is smaller, it will be referred to Planning Committee for resolution through the normal process, **unless Full Council resolve the application has significant impact on the community. If this is the case, Planning Committee will refer it to Full Council for determination.**
- 3) If a Planning Application is made without prior contact- it will be placed on the relevant Planning Committee agenda, dependant upon response timescales required by the District Council.
- 4) The proposal will be forwarded to Full Council in the first instance to consider the matter. Full Council can then determine how the proposal will be managed- either at FC level or by one of its sub committees with regard to public consultation, and community benefits. Full Council can request extension of time from the District Council where no pre application contact is made, **or if the proposal is of significant size to require an extension of time.**
- 5) FC will determine whether it is appropriate for one/more public meetings to consult with **residents.**
- 6) Chair of Council shall meet with Chair of Planning Committee and clerk/s to discuss how the proposal can be dealt with. This will be reported to next FC meeting and Planning Committee meeting.
- 7) Clerks will endeavour to research matters for the Chair of Planning/Chair of Council in first instance on matters relating to the proposal with regard to planning status, history, and general guidance from district Council level and with CAPALC/**external advisers.**
- 8) Issues for Clerk to resolve:
  - i. Clerk will endeavour to arrange for a meeting with the District Council Officers prior to the formal comments of the Council are made at Planning Committee **if appropriate,**

and clerk will endeavour to arrange a meeting with DC officers on matters relating to the Planning Application prior to determination at the DC level. **This may involve the s.106 group to meet.**

- ii. Clerk shall advise chair of Planning and Chair of Council on current guidance with reference to s.106/community benefits throughout the process.
  - iii. Clerk shall ensure that the views of the Parish Council are provided to press and public when requested, through Chair of the Council.
  - iv. Clerks shall arrange external meetings for chairs of Planning and Full Council when requested by both/either party.
  - v. Clerks shall arrange internal meetings for chair of planning/chair of Council when requested by both/either party.
- 9) For all LSDP's clerks shall identify a list of material planning considerations on the agenda as an aide memoire for the Planning Chair and shall request comments from all Councillors for Planning Councillors information and consideration, subject to timescales.
- 10) Protocol for meetings be strictly adhered to in relation to
- recording of interests
  - requesting to speak
  - putting forward a proposal
  - voting
  - behaviour and respecting all parties
  - members of the public are not allowed to speak at Planning Meetings, **unless specifically authorised by the chair**
  - District Councillors are allowed to speak at the discretion of the Chair of the Committee
  - order of business
- 11) **Principles of any Community benefits package shall be advised to Planning Committee, but the details and consideration will be finalised and made at Full Council closed session, reporting on findings of the s.106 group and the clerk**
- 12) Planning Committee are tasked to make recommendations with regard to the application to Full Council, who will then discuss Councils view and **resolve to** agree a way forward.
- 13) **Full Council will finalise the response required for the Planning Application of a LSDP, once it is a formal Planning Application, and authorise the clerk to respond on the councils behalf.**