



# ST. AGNES PARISH COUNCIL

Parish Clerk: Lee Dunkley BA (Hons), MPhil  
Parish Rooms, 17 Vicarage Road  
St Agnes, Cornwall  
TR5 0TL

01872 553801

[clerk@stagnes-pc.gov.uk](mailto:clerk@stagnes-pc.gov.uk)  
[www.stagnes-pc.gov.uk](http://www.stagnes-pc.gov.uk)

## Planning Policy on 5 Day Protocol Response Adopted 16<sup>th</sup> July 2018

### Overview

When a conflict of opinion occurs regarding a planning application between the Parish Council (PC) and Cornwall Council (CC), the CC Planning Officer will contact the PC by email, stating the reasons they disagree with the PC's consultee response and requests a reply within 5 days to their reasoning. This Policy explains the procedure when the PC is presented with such an email and is given the following three options:

1. Agree with CC Officer recommendation.
2. Agree to disagree with CC Officer recommendation.
3. Disagree with CC Officer recommendation and uphold the PC's original decision, requesting CC Planning Committee consideration (discussion with the relevant Divisional Member must take place).

### Procedure for 5 Day Protocol Response to Officer

- The PC Officer will forward the 5 day protocol email containing the CC Planning Officer's reasoning and options to all members of the PC Planning Committee.
- Members of the PC Planning Committee should respond by email as soon as possible, by a deadline outlined by the PC Officer, with their comments and clear choice of option 1, 2 or 3.
- If a member of the PC Planning Committee does not respond by the stated deadline, it will be adjudged as 'No Comment'.
- The PC Officer will collate member's responses. There must be a clear majority of at least 50% of the respondents ('No Comment' not included) for option 3, over the combined responses of options 1 and 2.
- The Chair of the PC Planning Committee will have the casting decision in the event of a parity of responses.
- The PC Officer will inform the CC Planning Officer, copying in the PC Planning Committee, that "the Council's original resolution still stands but given the time limit imposed and the additional information supplied, the Councillors have been canvassed by email and the consensus of opinion is... *insert option choice..*"