SHIPBOURNE PARISH COUNCIL

Email Policy on Planning Applications

1. Decisions cannot be made via email

2. If a planning application arrives and a decision is required before the next Parish Meeting, request an extension.

3. If there is no extension, call an extraordinary meeting.

4. If neither of the above are an option, collate opinions by E-mails and make the point that this is clearly NOT a decision of the council but in effect a consultation from members which you hope will be helpful to the Borough Council in arriving at a decision.

Adopted at the Parish Council Meeting on Monday 12th March 2018.