

MAY 2020

Guidelines for pre-application meetings with potential developers

The Council accepts invitations to meet with potential developers or their representatives at pre-application stage subject to the following guidance being accepted.

1. The main purpose of any meeting is for the Council to learn more about the development proposal and its implications, not to form a view or make a decision. However, should a view or opinion be expressed, this will not bind the Parish Council to that view or opinion.

Where no views are expressed by the Council this should not be seen as implicit support for the proposal.

2. Wherever possible a meeting will be held before a scheduled meeting of the Council's Planning Committee (additional Cllrs may also attend). The meeting will be closed to the public.
3. Other interested bodies such as Wokingham Borough Council and the relevant Borough Cllrs will be advised of the meeting and invited to attend.
4. The expected format will include a presentation by the developer followed by questions and answers, solely on the development proposal. The meeting will not exceed 30 minutes.
5. The meeting will be chaired by a Councillor, generally the Chair or Vice Chair of the Planning Committee.
6. The Assistant to the Clerk will attend and make written notes of the meeting.
7. The Chair of Planning will report the meeting to Main Council, at their next meeting.
8. Approaches to individual Cllrs will not be sanctioned.