

Mileham Parish Council Planning Policy

Mileham Parish Council can have an important role in relation to planning applications. It is a consultee in the planning process.

This policy has been written to explain how the council propose to deal with planning applications so enabling both council members and the public to involve themselves effectively with that process, and have their opinions heard.

The parish council will endeavour to represent for the good of the whole village, and requests that all opinions concerning any development are made known to the parish council.

The council will consider all issues. Response to those applications, need to be within a specified time frame, usually 21 days. There is a need for transparency in this process.

Responding to planning applications

The planning applications are usually sent out by Breckland District Council Planning Directorate by post/on line and are accompanied by a letter requesting that responses are received back within 21 days.

This is to enable BDC to achieve the timetable set by government in relation to planning applications. It is often possible to ask the planning officer dealing with the planning application to give an extension to these 21 days – the outcome of this request though is dependent on planning committee dates and other information, and an extension cannot always be granted.

Dealing with applications at Parish Council meetings

Where possible, the Parish Council will consider planning applications at its scheduled meetings. The Clerk will set a point in the agenda for any applications received. These planning applications will be detailed on the agenda of the meeting. In the event of them being received after the closure of the agenda they will be reported to the chair and the **Parish Council Planning Group** (to include the chair) will deal with a reply outside of a Parish Council meeting. Members should view all documents relating to an application online at the BDC website prior to a Council meeting to ensure meetings do not overrun. Only in the event that the BDC website is down, should documents be viewed at a meeting.

The Parish Council will consider applications in line with the District Council's directive which includes, but is not limited to:

amenity, appearance of the development, conservation, design, effect on wildlife, highway safety, historic buildings, loss of light or privacy, noise, overshadowing of homes, traffic and parking issues.

Issues which CANNOT be taken into account include:

boundary disputes, construction noise, effect on property values, loss of view, private rights.

Dealing with applications outside of the Parish Council meeting

In the event of an application being received just after a meeting, then the **Parish Council Planning Group** (to include the chairman) Will arrange a specific meeting outside the council meeting to discuss the application(s) and will advise the Clerk of their comments on the application electronically within the 21day consultation period. The Clerk will then respond to the Planning Directorate from the information provided, with the powers under Local Government Act 1972, authorising delegation to the Clerk.

In the event of an application being received from or directly involved with a member of the Parish Council, then the Parish Council Chairman / or two members of the Council will call an Extraordinary Parish Council meeting for the purposes of considering the application. A quorum of three Members (minimum) is required for any meeting. If it concerns a member of the **Parish Council Planning Group** another member can stand in.

In exceptional circumstances, where an application is deemed to affect the whole parish, will the Council ask for an extension to the standard consultation period to enable parishioners to comment. An extension may also be asked for if the application has any other extraordinary details or circumstances that require further time to access.

It is noted that the District Council Development Control Committee has the final say on all applications, **and the Parish Council is only one of many consultees.** Parishioners can and should write to the BDC with their views on planning applications and the Parish Council requests a copy of their letter, to be sent to/given to the Parish Clerk. Letters received will guide the Parish Council in formulating their response to applications.

Dealing with Local Issues

The Parish Council uses core strategy policies from the BDC in order to inform its comments. Mileham Parish Council is keen to ensure the following:

Dark Skies

The impact of light pollution on both wildlife and health and well-being is widely documented. With the Parish situated in Norfolk countryside and the majority of the settlement is in close relationship with farmland, woodland and in an area of significant natural wildlife, and as we have limited street lighting, the Parish Council wishes to actively encourage promote the 'dark Skies' initiative. **The Parish Council will actively encourage prospective plans to**

be mindful of not adversely affecting the balance within the village and actively seek to encourage with its residents and local businesses to reduce existing light pollution.

National Planning Policy Framework (NPPF) Clause 191c and Norfolk County Council's Environmental Lighting Zones Policy both recognise the importance of preserving dark landscapes and dark skies. In order to minimise light pollution, we recommend that, if this application is permitted, any outdoor lights associated with the proposed development should be:

- 1) Fully shielded (enclosed in full cut-off flat glass fittings)
- 2) Directed downwards (mounted horizontally to the ground and not tilted upwards)
- 3) Switched on only when needed (no dusk to dawn lamps)
- 4) White light low-energy lamps (preferably LED's*) and not orange or pink sodium sources

Notes

1. This text has been prepared as part of the CPRE Norfolk Light Pollution Campaign and we use it when responding to planning applications, as well as in our wider campaigning. We invite other organisations to do the same.
2. Although many planning applications do not refer to outdoor lighting, there is always a chance that lighting will be part of the development. Therefore, CPRE Norfolk advises inclusion of this text every time a response is made, whatever the application, no matter how small. The urbanising effect that even a single sodium lamp, whether high pressure (pink) or low pressure (orange) has on a previously unlit rural outlook can be enormous.
3. Depending on the development, it may also be appropriate to recommend time restrictions or conditions of use on the lighting.
4. * Ideally with a colour temperature of 3,000K or 3,500K.

Local Landscape

The Parish Council is supportive of the local landscape which makes Norfolk a place unique, and the Parish Council uses the Landscape Character Assessment as a framework for comments in order to promote the idea that any settlement changes respect local distinctiveness. **The Parish Council strongly believes that planning decisions should 'do no harm' to the natural and local environment and serve only to protect and enhance our valued landscapes and sites of biodiversity.**

Mileham has a unique character as well as a long history, a playing field and active children's playground and a close association with the surrounding farms and lands.

Building Character

The Parish Council is supportive of ensuring that any development, extension or replacement of dwellings within the Parish take into account local character and would not result in either a disproportionate increase in height or scale of the original dwelling and that they would not materially increase the impact on the appearance of the immediate surrounding environment and countryside. **We also will actively encourage the usage of local style and materials, and, wherever possible ecologically sound materials.**

Supporting Affordable and Appropriate Housing

The Parish Council is mindful of the difficulties faced by local people in finding affordable and appropriate housing within the Parish. The Parish Council is open to supporting development that might help to alleviate this problem. Where possible, the Parish Council would seek to retain smaller, comparatively cheaper, housing stock within the area.

Traffic Management

The Parish Council is mindful of the traffic management issues caused by building and development works. Where development is deemed to have an impact on traffic flow and management, the Parish Council will seek to ensure that comprehensive traffic management plans and safety are included with any approved planning permission.

Policy Agreed: May 2025

Review: March 2025