



# PENRYN

## Town Council

### **Local Council Protocol**

1. On receipt of notification from a Planning Officer that the Local Council Protocol has been invoked, the Clerk will inform the Chairman and Vice-Chairman of the Planning Committee by email to seek their opinion on how to respond.
2. The Clerk will copy the email to the proposer and seconder of the Planning Committee's decision on the application.
3. The Chairman will consult with the Vice-Chairman, proposer and seconder and inform the Clerk of their collective decision.
4. The options are to accept the Planning Officer's recommendation, to agree to disagree, or to request that the application be decided by Cornwall Council's Planning Committee.
5. In the case of a failure to reach an agreement the Clerk will follow the procedure below:
  - (i) should the Chairman and Vice-Chairman disagree, the Clerk will give priority to the Chairman's opinion (except in the case that the Vice-Chairman is the proposer); or
  - (ii) should the Chairman and proposer of the Planning Committee's decision disagree, the Clerk will request that the application is decided by Cornwall Council's Planning Committee.
6. The Councillor that requests that the application be considered by Cornwall Council's Planning Committee will provide reasons to the Clerk and the Clerk will contact the Local Cornwall Councillor to make the request.
7. In the event that it is the proposer that requests the application be considered by Cornwall Council's Planning Committee, the Chairman may request that the proposer attends the meeting to represent the views of the Town Council.
8. In all other cases, the Chairman of the Planning Committee (or in his absence the Vice-Chairman) will represent the views of the Town Council.