

At the Annual Town meeting on Wednesday 25 May 2016, the revised standing orders were agreed.

Below is an extract from - Frome Town Council Constitution, Chapter 2 - Standing Orders relating to the remit of the Planning Advisory Group.

11. Planning Advisory Group

- a) Consist of seven Cllrs proportional to the political strength of the Council and meet on at least six occasions each year
- b) Include a member of staff to provide advice and administrative support
- c) Undertake all duties of the Council under Town and Country Planning Acts, Orders and Regulations and all matters relating to roads and highways including Road Closure Notices, road signs, traffic management, traffic regulations and bus shelters
- d) Within the context of the Neighbourhood Plan, campaign for the best development and, where possible, identify and work with prospective developers in advance of any planning application
- e) Make recommendations to Council on matters that, in its opinion, are significant (occasionally, responses to urgent significant consultations will need to be ratified by Council)
- f) Delegate authority to the Town Clerk, in consultation with the chair, to respond to minor planning or highways issues on behalf of the Council
- g) Promote to the community the role of district Cllrs, district staff and the Planning Board on minor planning applications
- h) Provide straightforward written advice on how to make & respond to planning applications.

What are we trying to achieve?	How will we do it?	What will the outcome be?
A more effective use of PAG time	in proportion the scale of applications under consideration	Significant applications get the consideration they merit
A better quality of response from PAG	Invite individuals with specific knowledge areas to attend meetings in order to comment on significant applications. Become more of a Design Review Panel.	Better responses and enhanced reputation. Knock on effect with developers.
	Commission visual analysis to clarify applications.	Better understanding of issues arising for both PAG members and general public.
Improve the quality of applications made by householders	Is planning permission necessary? FAQs	Fewer contentious and damaging applications
	Clear online advice including well designed 'fact sheets' downloadable from FTC website. FAQ	
	Host quarterly 'ask an architect'/'planning application surgeries'	Better understanding of process and better applications.
	Direct applicants to relevant NP & Town Design statement policy	Applications more likely to succeed if compliant with local planning policy.
Redirect householder applications/objections & support to MDC	Explain planning process. Decisions made by MDC, District ward cllrs can 'call in' applications, where to respond and how to do it effectively, multiple individual responses more effective than petitions. FAQ	Public better informed about process. PAG able to spend more time on significant applications.
Improve the quality of major applications	Meet with developers at the pre application stage, promote the Neighbourhood plan and Town design statement.	Fewer contentious and damaging applications. Applications to start fulfilling policy aims of FTC & MDC.
	Lead by example with developments on FTC owned land.	Show innovative, high quality developments will win approval.
	Seek out developers we would like to work with such as HAB, Igloo & Urban Splash.	Drive forward better quality development.
Adoption of Neighbourhood Plan	Single out 5 key policies that will resonate with public. Describe in clear English on 1 A4 sheet/policy with images included. Use real examples of developments that contravened this policy.	601/