

**APPENDIX 7 - AN ANALYSIS OF THE COMMUNITY / TOWN COUNCIL QUESTIONNAIRE - PLANNING SCRUTINY INVESTIGATION**

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	Some members	Through the clerk	Satisfied	Yes, ask for an extension on occasion	Atmosphere of the Caernarfon office needs to be more welcoming, uncomfortable feeling walking into the office.
					<p>Planning application decision</p> <p>a) received in the past</p> <p>b) nothing now</p> <p>c) everything not on the internet.</p> <p>This makes it difficult to assess applications - especially if there are management conditions given in the past.</p> <p>This can create inconsistencies between different villages.</p>
Yes	No	Through the post	Satisfied	No	Receive details of decisions on applications affecting Corris by post to clerk.
Yes	No	Through the post	Satisfied	No	I would like the decisions to be sent to me.
Yes	No	A paper copy from the Planning Service	Unsatisfied, responses take too long.	Yes. Time constraint 21 days	Respond within the month

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Partly	Yes, through following the guidelines in the booklet	Receive a copy from the clerk, from the council and discuss in a meeting of the community council.	Unsatisfied. The Community Council is ignored by Planning Officers. The opinion of the community council should have much more influence on planning applications. The opinion of local Welsh residents should have much more influence on planning applications.	Yes, Many residents are too shy / nervous to make a presentation in the planning committee.	Because officers don't take notice of the comments made by community councils it's hard to get local people to be community councillors. There needs to be more co-operation between Council departments e.g. Planning and Public Protection. Need to strengthen management and enforcement and be strict on penalties for no compliance. Local need.
Yes	No	Through the post	Satisfied	No	Everything is alright with the process
Yes	Yes	Through the post	Satisfied	No	That the Planning Department / Gwynedd Council need to police applications much more thorough. There are many examples in villages of agricultural sheds receiving consent for change of use with no involvement by Gwynedd Council. In addition, there are applications and agricultural sheds permitted to landowners with little land around their house, and the sheds are used for everything appart from agriculture.

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
No, it has never been explained to me and a template for the clerks would be beneficial	No not on the policies	Through the post and through e-mail from the Planning Department.	Satisfied. Except that the timescale can be tight due to meeting schedules.	Yes, the timescale can be tight	A simple template for clerks outlining the expectations and a training course using live applications as examples to discuss what is required when presenting comments. The feeling is that if we agree or disagree, as a clerk, don't feel that it is of benefit to the system and there is significant room for improvement. Need a better understanding of national and local policies would be of GREAT BENEFIT.
Yes	No	From the clerk	Unsatisfied. Need to receive a response without having to ask.	Yes. The need to submit comments within 21 days and that on occasion the council does not meet during this period.	The opinion of the community and town councils should bear more weighting than the opinion of one individual as in the present system. Therefore, if the opinion of the community and town council is different to planning officers the application should be presented to the Planning Committee.
Yes	Yes	Community Council	Satisfied	No	-
Yes	No	Through the Royal Mail	Satisfied	No	No change.
Yes	No	The clerk	Unsatisfied. Difficulty getting in touch with a Planning Officer.	No	Tywyn Town Council will move to a system whereby Planning Committees are held on a regular basis - every three weeks - in order to consider planning applications, instead of the current arrangement of calling planning committees in an ad-hoc basis.

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	No	Receives a weekly list form the council	Unsatisfied. We receive acknowledgement of comments, but rarely receive any additional response.	Yes. The time given to submit comments. The Council meets on a monthly basis. If the closing date is before the next meeting, the clerk notifies the councillors. There is no time to discuss as a council.	If the council objects an application, we feel that we only have the same voice as an individual objecting. The objection of 16 councillors should form a basis to further verify the application.
Not sure	No	Late	Unsatisfied. Our comments aren't given any attention.	No	Take more notice of comments by local councillors. More planning reasons should be given when granting / refusing permissions contrary to community councils advice.
Yes	Some of us have received training on local and National policies	Through the clerk	On the whole satisfied. However, we would like to be notified of the decision made on a planning application where we have submitted comments. However, we realise that this would entail additional administrative work for the Council.	No	No comments
Yes	No	Through the clerk	Satisfied	Yes. Timing of community council meetings.	Someone from the planning department coming to talk to us about the process.

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	No (but aware that it is available)	Paper copy from Gwynedd Council. Timing doesn't always correspond with the response timescale.	Unsatisfied. We don't get to know the result. It is impossible to get a hold of an officer to answer any queries. Usually we receive the applicatiions too late to be able to make any comments / objections.	Yes. Time - receiving the applications too late to consider them. Under the old regime every county councillor sat on the planning committee. They are now deprived of that privilage.	The opinion of the Town Council is important as they know the area well, and represent the opinion of local people. The knowledge of the area / land is crucial. We should be told the results. Section 106 conditions are abolished too easily and undermines it's need and value. The democtratic process of considering planning applications in local committees should be reinstated. More local councillors should be part of the process.

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	No. On the whole, the Council have not received training on national and local planning policies but one member, the County Councillor has received advice.	The Council receives information about planning applications in the area via e-mail i.e. the planning lists that are circulated. Also a direct e-mail and hard copy through the post is received for relevant applications. However, these are not received for some applications.	Unsatisfied. The Council is unsatisfied with the way in which they receive information / response to a query for many reasons. The council believes that they should receive a direct email and a copy in the post every time. There are occasions when this hasn't happened when applications are re-submitted. There should be a process in place to ensure that planning officers respond to emails and phone calls and answer questions in a timely manner. Also, if an application is re-submitted the Council should be made aware of the changes in the application. If the Town Council objects to an application, it should be presented to the County Planning Committee, and not be decided upon by a planning officer.	There are no barriers to submit the Council's opinion if we receive the relevant information from the County Council.	<p>1. To improve the experience of dealing with planning applications:</p> <ul style="list-style-type: none"> <li>i. The Council should receive a direct e-mail for every relevant application in the area as well as a hard copy in the post</li> <li>ii. There should be a process to ensure that planning officers respond to e-mails and phone calls in a timely manner to answer questions raised</li> <li>iii. if an application is presented the Council should be notified of any changes made to the original application</li> <li>iv. If the Town Council objects an application, the application should be presented to the Council's Planning Committee, and it should not be decided upon by planning officers.</li> </ul>

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	Went on a national course years ago when community councils were part of the planning process	Since October 2016 the Planning Department shares a weekly list of all planning applications. They also provide information of Llanbedrog applications received with two weeks to respond. Before October 2016 there was no information on other applications - possibly on the parish boundary that could effect the nearby parish or parishioners without the knowledge of councillors and County Councillors.	Llanbedrog is not satisfied. There is satisfaction with the system now - applicatios of nearby parishes are included. The crucial thing is the decision and the condistions of every application. This was part of the process for years until the financial cuts. Frequently another application is submitted without the Community Council knowing the decision of the original application (not revised applications). Information of every application is crucial to make a fair judgement for every application and to be consistent.	Yes. The main barrier to submitting comments is not being able to speak to planning officers when there is uncertainty. The communication exchange does not help (no fault of the staff) and it is hard to speak to officers.	The Council would like the old process - planning department to send the application with the decision and it's conditions. It would be beneficial to receive the decisions for Pen Llyn so the council have an idea of consistency every parish. The contact with officers is beneficial but the process of having to go through Penrhyndeuraeth and the questions is a big barrier - usually you stay in a queue for a long time. On many occassions a quick minute is all is needed to respond to the query. It needs to be better.

Are you clear what is the community / town council's role in the planning process?	Have you received training on planning policies (National and local)?	How do you receive information on planning applications in your area?	How satisfied are you with the way in which you receive information / response to a query?	Are there any barriers to submit the community / town council comments on planning applications?	What changes would you like to see take place to improve the experience of dealing with planning applications?
Yes	Only the clerk	Through the mail directly from the Council to the clerk. The clerk then shares the information with Community Council members.	Satisfied	No	The Community Council does not receive many applications due to the National Park dealing with planning applications within the area. The experience thus far has been satisfactory.