



Coleford Town Council

Pre-application procedure

Coleford is a forward-thinking market town, within which the Forest of Dean District Council (FoDDC) headquarters is situated. Around the town centre, with its Conservation Area, are a number of smaller settlements forming arcs which are separated from the town by key green areas.

The Town Council is pro-active regarding Planning: the [Coleford Neighbourhood Development Plan](#) (CNDP) was made with the community in 2018 to guide the shaping of their place. This guidance is focal to the Planning Committee's regular comments on applications made to Forest of Dean District Council. The importance of applying CNDP is underlined with its monitoring reported back annually. We welcome the opportunity to participate in pre-application discussion with regard to larger developments, as this can clarify and address queries in advance of the planning procedure. Forest of Dean District Council make developers aware of CNDP, including section 6 relating to pre-application enquiries with the Town Council.

Procedure

1. Please get in touch with the Clerk/Assistant Clerk on 01594 832103 or ctcoffice@colefordtowncouncil.gov.uk in the first instance.
2. Developers are signposted to the full documentation of the CNDP, its maps and appendices, as found on the [Coleford Town Council](#) website.
3. The Town Council uses the CNDP, where priorities are described and policies defined, as its key document for shaping Coleford. The maps and appendices indicate, at a larger scale, evidence on the ground, and distinctive character. It also links into the FoDDC Local Plan and NPPF guidance.
4. The Town Council Planning Committee will lead on such pre-application meetings/ correspondence. Given the initial status and potentially confidential information, discussions will be taken in a specific closed session. If you have drawings/specific ideas to bring forward, then please introduce these into the process at an early stage.
5. Discussions regarding Section 106/ Infrastructure Levy will also be considered. Further sessions can be arranged as necessary.

Outcomes

Pre-application discussions allow the Town Council to understand principles and design from Developers, and enable Developers to gain full understanding of priorities and infrastructure from Council. Matters of clarity or lack of information can be resolved early. The outcomes of such discussions should be reflected in subsequent applications. Hence Council can forward appropriate and timely comments to FoDDC Planning.