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By email only to:
maeaton@slrconsulting.com

Dear Madam

Application No: 24/00264/PAN
Proposal: Proposal of Application Notice for proposed extension to quarry workings, periodic review of minerals permission
Address: Balmullo Quarry, Balmullo, Fife

Planning Services

Martin McGroarty

development.central@fife.gov.uk

Your Ref:
Our Ref: 24/00264/PAN

Date 8th February 2024

I refer to your Proposal of Application Notice (PAN) which was received by this Planning Authority on 1st February 2024 and validated from the 5th February 2024. I can confirm that the manner of the proposed consultation is sufficient in this particular case and would comply with Part 2 of the Town and Country Planning (Development Management Procedure) (Scotland) Regulations 2013 & the Town and Country Planning (Pre-Application Consultation) (Scotland) Amendment Regulations 2021. As you will be aware, the PAN process requires a twelve week period to elapse before a formal application can be submitted. Given the date this notice was received, please note that the 29th April 2024 would be the earliest date for the submission of a formal application. I would also request that you notify Fife Council as Planning Authority 7 days in advance of the public exhibition and any community meeting that takes place. Fife Council may use their means of social media to publicise the event if available at that time.

The agreed public consultation consists primarily of two public events being held in The Burnside Hall, Balmullo, both between 4pm and 8pm; on Wednesday 21st February 2024 and on Wednesday 20th March 2024, along with associated publicity for those events.

The full list of measures taken to consult on the proposal is as follows:

- Public “drop-in” consultation events on 21st February 2024 from 4pm to 8pm, and again on 20th March 2024, also from 4pm to 8pm; both at The Burnside Hotel, Balmullo.
- Advertisement of each public event in local newspapers at least 7 days before the respective date. The events will be published in The Courier (Fife Edition) and The Fife Herald.

Planning Services
Fife House, North Street, Glenrothes, KY7 5LT

- Email notification to the Balmullo Community Council at least 7 days before each event.
- Email notification to the Councillors of Ward 17 Tay Bridgehead, namely Cllr. Kennedy-Dalby, Cllr. Knox, and Cllr. Tepp, at least 7 days before each event.

If a planning application has not been submitted within 18 months since submitting this PAN to the Planning Authority, a new PAN would be required to be submitted per paragraph 35B(3) of the Town and Country Planning (Scotland) Act 1997 as amended.

Please also note that following the public consultation, a pre-application report is required to be submitted with the application detailing the consultation undertaken and any changes that have been made to the proposal as a result. The report should:

- Specify the parties consulted and dates undertaken;
- Set out what steps were taken to comply with the statutory requirements and those of the Planning Authority;
- Provide a summary of the views of consultees;
- Set out how you have responded to any comments made, including if and to what extent the proposals may have changed in response to any concerns/objections; and
- Set out the steps taken to explain PAC (Pre-application Consultation), such as how any views expressed in response to proposal of application are not formal representations to the submission of the planning application.

It is also advisable to include the following supporting evidence within your report:

- Copies of advertisements of the public events;
- Copies of any flyers or leaflets sent out;
- Reference to material made available at the public events; and
- The numbers in attendance at the public events.

The Council has a Proposal of Application Notice Customer Guidance Note which should be used to guide the PAC Report. This also has advice on the PAN and PAC expectations. Annex 2 of this document should be submitted within any PAC Report.

Fife Council is also keen to provide greater certainty for applicants in terms of the process and timescale for determining Major applications and to this end would actively encourage the use of a Processing Agreement. This document requires the Council and the applicant to make a commitment to a range of matters that would be related to the type of development proposed. The main commitments on your part relate to the quality and the timing of submission for the relevant key documents, plans and reports that are required to accompany the application. The Council on their part would set out the likely process that the application would follow and the resultant time scale for its determination. These would be unique to your development and the Processing Agreement would be tailored accordingly. Thereafter both parties would jointly ensure that the commitments are met with the shared aim of determining the application in a

realistic time frame, taking account of the complexity or controversial nature of the proposed development.

In order to put such an agreement in place it would be beneficial to meet with you and to engage in pre-application discussions as described in the preceding paragraph.

I trust this will be of interest and would ask that you email development.central@fife.gov.uk to allow us to progress a Processing Agreement, or should you wish to further discuss any of the other matters above.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Martin McGroarty', with a stylized flourish extending from the end.

Martin McGroarty
Lead Professional (Minerals)