

- effect on property values
- loss of a view
- matters covered by other legislation

Q7. Will I be able to introduce any further material on the evening?

No, there will be no opportunity for the objector to display maps, photographs, etc. The application site plan will be displayed at the meeting and reference may be made to this.

Q8. Can I see the officer's report before the meeting?

Yes. The agenda (and reports) for the Planning Applications Committee will be available at Surrey Heath House at least 5 working days before the meeting. Copies are also sent to the Bagshot and Camberley libraries and also placed on the Surrey Heath website (www.surreyheath.gov.uk). An oral update giving information received after the reports have been written, will be made at the meeting.

The Committee report will summarise the main planning issues relating to the application and will outline the main objections raised.

Q9. Can someone speak on my behalf?

Yes. If you are the first person to register your interest you have the right to speak at the meeting. You could, however, ask a friend, relative or professional adviser to speak for you, or you could agree with another objector that he or she speaks at the meeting.

If you are not the first person, you may contact the person who registered first to ask him/her to include your concerns in his/her presentation.

Q10. Who is on the Committee and who else will be there?

The Planning Applications Committee is made up of 16 elected councillors. Council officers attend to advise the Committee and make a formal record of the meeting. Other councillors may be present to speak (for example, on applications within their ward) but they cannot vote.

Any member of the public, including the applicant, may attend to listen to the debate and representatives of the media are usually present.

If you require further information about the Public Participation Scheme, or you would like a copy of this leaflet in large print format, please contact Committee Services on 01276 707335 or e-mail committee.services@surreyheath.gov.uk

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'leading for tomorrow'

Public Participation at Planning Applications Committee Meetings

**PLANNING APPLICATION
OBJECTOR**

The Council has a public participation scheme which will allow members of the public to speak at the Planning Applications Committee in objection to some planning applications. This leaflet explains who can speak, and how they can register a wish to speak at the Committee.

Q1. What applications will be eligible for public speaking?

Most planning applications are dealt with at officer level under a scheme of delegation. In these circumstances there is no report to Committee and there is no opportunity for members of the public to speak on the application.

Applications which are being determined by the Planning Applications Committee are eligible for public speaking if one of the following criteria is met:

For an application for a development within an urban or village settlement, either:

- 10 or more written objections from separate households or businesses; or
- a petition signed by more than 50 signatories, including addresses, objecting to the application

have been received at least 14 days before the date of the Committee meeting.

For an application for a development outside an urban or village settlement, either:

- 5 or more written objections from separate households or businesses; or;

- a petition signed by more than 25 signatories including addresses, objecting to the application

have been received at least 14 days before the date of the Committee meeting.

(NOTE: only addresses within the vicinity of the site will be counted.)

Q2. Who may address the Committee?

A resident can only speak if he or she has made a written objection at least 14 days before the date of the Committee meeting, and has made a prior arrangement with the Committee Services Department.

In addition, a representative of an amenity group, residents' association or business association, previously registered with the Council, may be eligible to speak on an application.

Where an objector speaks on an application, the applicant or agent will also be given the opportunity to address the Committee.

Q3. How will I know that the application I am interested in is eligible for public speaking?

People who have made a formal objection to an application eligible for public speaking, will be notified in writing of the date of the Committee meeting and of the deadline for informing the Council that you would like to speak.

Q4. How do I register my interest in speaking?

You can only register your interest in speaking **after** you have received the Council's invitation to speak. No registrations made before receiving the invitation will be

valid. You need to register your wish to speak by contacting the Committee Services Department at the Borough Council offices by telephone: (01276 707335); by e-mail: (committee.services@surreyheath.gov.uk) or by fax (on 01276 707446)

A letter will also be accepted, but will inevitably take longer to arrive than the other methods of registering your interest to speak. Contact must be made, or the letter received, at least 4½ working days prior to the meeting, ie by midday on the preceding Tuesday for a Monday evening meeting.

Q5. What happens if more than one person wishes to speak?

Speakers will be chosen on a first-come, first-served basis, and only one person will have the right to address the Committee. The speaker however, may choose to include the views of other objectors, and may share the allocation of 4 minutes with another objector. Details of the first person to register will be passed on to any subsequent callers.

Q6. What can I speak about?

The Committee may only consider relevant planning issues so, if you are the one to speak, you will need to limit your views to relevant matters such as:

- external design, appearance and layout
- highway safety and parking
- loss of light or overshadowing
- loss of amenity
- residential amenity

The Committee is not able to take into account such items as:

- private property rights
- the applicant's morals or motives