

No objector has the right to attend a site visit and the planning applicant or agent does not have the right to say anything at the site visit.

#### **OTHER POINTS TO NOTE**

1. The applicant will only be offered the opportunity to speak if an objector has first addressed the Committee. If no objectors wish to speak, the applicant may not do so.
2. Consideration of the application will not be deferred if the registered objector or applicant does not attend the Committee meeting.

**This leaflet is intended to answer most of your questions about public speaking at the Planning Applications Committee. However, if you need further information and advice, 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](mailto:committee.services@surreyheath.gov.uk)**

#### **Q4. What happens after the decision is made?**

- A. If an application is refused the applicant may appeal against the decision to the Planning Inspectorate. Objectors will be advised of any such appeal. Where an application has been granted, there is no opportunity for objectors to appeal.

#### **Q5. What do I do on the evening?**

- A. If you are to speak at the Committee meeting you should arrive at the Council Chamber in good time for the start of the meeting. A Committee Services Officer will be present at the Committee meeting. You should register with him/her between 6.30pm - 6.45pm.

When the item in which you are interested is reached, the Chairman will call you to speak. If you are not there, then the second person who registered an interest will be offered the opportunity to speak, and so on.

The Planning Applications Committee meets in the Council Chamber at the Borough Council Offices, Surrey Heath House, Knoll Road, Camberley at 7.00pm, once every 4 weeks, usually on a Monday.

There is disabled access and car parking is available on site in the evening.

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# **Speaking at Planning Applications Committee**

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**Q1. What will happen at the Committee?**

- A. The Committee will consider all applications in the order in which they appear in the agenda, including those which have attracted public participation.

**Q2. For those applications where the public participation scheme operates, what is the order of speaking?**

- A. A senior planning officer will introduce the application, outlining the scheme and reporting any late information that has been received since the agenda was printed.

The Chairman will then invite the objector (if any) to move forward who will be given **4 minutes** to outline his/her views. This time limit will be strictly enforced.

The objector will not be allowed to ask questions of councillors, officers or others. The Chairman may allow members of the Committee to ask for clarification or any points raised.

The Chairman will then invite the representative of an amenity group, residents' association or business association (if any) to outline his/her views, who again is not allowed to ask questions of councillors, officers or others. The time limit of **4 minutes** will apply. The Chairman may allow members of the Committee to ask for clarification of any points raised.

If an objector has spoken, the Chairman will invite the applicant or agent to move forward and respond. The time limit of **4**

**minutes** again applies and no questions may be asked of councillors, officers or others. The Chairman may allow members of the Committee to ask for clarification of any points raised.

Please note that once a speaker has completed his/her remarks, he/she must return to the public gallery and will not be able to take any further part in the discussion.

The planning officer will then comment on any points the objector(s) or the applicant/agent have raised, and the Committee will proceed with its deliberations on the application and make a decision. This may be to:

- approve the application
- refuse the application
- defer it for a site visit by the Committee
- defer consideration.

If the recommendation of the officers is that the application be refused and the Committee at the meeting is minded to approve it, the application will be deferred until the next meeting to allow public participation to occur.

**Q3. What happens if an application is deferred for a site visit?**

- A. Objectors will normally only be given one opportunity to speak on a planning application. However, if the application is deferred for any reason before the Committee meeting or before the application is discussed, the public participation scheme will apply when the application is considered at the later meeting.

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**The Council has a public participation scheme which allows members of the public and representatives of an amenity group, residents' association or business association previously registered with the Council to speak at the Planning Applications Committee in objection to some planning applications. If an objector speaks, the planning applicant may respond.**

**An objector and the planning applicant (or agent) can only speak by prior arrangement. Separate leaflets deal with how the different parties can register their interest to speak. This leaflet explains when you can speak and what will happen at the meeting.**