

## APPENDIX A

### 22.2 **The following Public Speaking Rules apply to Planning Committee only:-**

*Written comments or other materials that objectors to or supporters of a Planning Application wish to have presented to the Committee must be sent to the Development Control Team well in advance of the meeting. The deadline is not later than midday three (3) working days before the meeting.*

*Summaries of written comments and other written materials received by the Council during the processing of a planning application are included in the report on the application contained within the agenda.*

*Written comments or photographs cannot be presented at the meeting.*

*Objectors to and supporters of a planning application and also the Ward Councillor\* (who is not a member of the Planning Committee, or is a member of the Committee but has elected to make representations in favour of participating in the decision concerned) any Parish Council who has responded to consultation on the application may address the Planning Committee provided the following rules are observed. **Where the Ward Councillor is not able to address the Committee, for example due to a pecuniary interest, this opportunity may be transferred with the agreement of the Ward Councillor, to another Councillor.***

- 1. All parties, **including Ward Councillors,** who wish to address the Committee, must notify the Development Control Team not later than two (2) working days before the meeting. **The Ward Councillor must do so (or replacement Councillor to whom the speaking opportunity has been transferred) must do so at least 24 hours before the meeting.***

*If more than one objector or supporter wishes to address the Committee a request will be made for a representative of each party to be appointed to speak on its behalf. If this is not possible, representatives should be appointed to speak on distinctly different aspects of the objection or support. The Chairman will request the nature of these different aspects before granting or refusing permission to speak.*

*Speakers will be requested to provide their names and addresses.*

*Any deviation from this procedure, for example to request additional numbers of speakers or a greater length of time to address the Committee will require the agreement of the Committee prior to implementation. Where the decision is not agreed unanimously, it shall be determined by a vote. Members will follow the rules of 'natural justice' and make additional allowances for opposing parties (eg. if objectors are allowed additional time, the same will be afforded to applicants/supporters).*