

Code for Public Speaking at Planning Committee Meetings

1. Members of the public and Parish/Town Council can address County Councillors on any application submitted to the County Council for planning permission.
2. When the County Council receives an application for planning permission it writes to the relevant Parish/Town Council and to those members of the public who it considers will be affected.
3. The letter informs you of where the proposed development is and what type of development is intended.
4. If you want to address the Planning Committee on the application you should notify the Council immediately by letter or fax, stating whether you are supporting or objecting to the application
5. We would also ask you to let us have any questions you want answering on the application in writing up to one clear working day - excluding day of receipt and day of meeting - before the Committee. If you do not do this, your questions may not be dealt with at all at the meeting.
6. The Council will keep a list of everyone who writes in on the planning application file, which is available for public inspection at the Shirehall in Shrewsbury - or you can ring us for details.
7. Only one objector and one supporter will be invited to address Councillors on any application. It is therefore very important that you think about making contact with anyone else who is supporting the application (if you are supporting it) or objecting (if you are objecting), to co-ordinate your responses.
8. You may wish to form a Neighbourhood Group and appoint a spokesperson to address members of the Committee. If you do, we would ask you to tell us in writing and give the name of your spokesperson. That person will be given first priority to address Councillors on their objections to the application or their reasons for supporting it.
9. If there is no Neighbourhood Group, then one individual only will be invited to speak, taken in the order they notified the Council in writing that they wished to address Councillors.
10. If a Parish/Town Council wishes to address Councillors on any applications which fall within their parish or an adjoining parish, it

should notify the Council in writing as soon as possible, indicating whether it is supporting or objecting to the application.

11. Whether or not you wish to address Councillors on any application, we would still strongly advise you to write to the Council setting out your reasons of support or your objections, so that officers can refer to them in their report to Councillors
12. If you have notified the Council that you wish to address Councillors, we will send you a letter approximately 3 days before the Committee meeting, informing you of the date and time of the meeting.
13. A Council Planning Officer will present the application and answer any questions which have been sent to the Council.
14. If there is a Neighbourhood Group which is objecting to the application, its spokesperson will be invited to address Councillors.
15. If there is no Neighbourhood Group, then the person who first notified the Council in writing that he/she wanted to address Councillors, will be invited to speak.
16. If they are not present, the next person who wrote in will be invited, and so on.
17. Parish/Town Council representatives will be invited to speak.
18. The same process will then apply to those supporting the application.
19. The applicant or applicant's agent will be invited to speak next, but only if there have been presentations from the public or Parish/Town Councils objecting to the application.
20. Officers will respond to any points which have been raised in presentations to Councillors.
21. The application will be debated by Councillors and they will then approve, refuse or defer it. If it is deferred, the same process will apply when the application is reconsidered
22. The Chairman may in his/her absolute discretion allow other people to address the Committee.

Notes

Please keep your presentation short - a maximum of 3 minutes. We will have to stop you at that point, otherwise the meeting could take many hours.

If you speak at the meeting, we would remind you of the rules relating to libel and slander. You could be at risk of legal action if you say something about a person which is not true in public at the meeting.

If you want to address the Planning Committee on mineral working and waste disposal planning applications please contact the Head of Planning and Development Control, on (01743) 252553

Mr Malcolm Bell
Head of Planning and Development Control
Economy and Environment Directorate
Shropshire County Council
The Shirehall
Abbey Foregate
Shrewsbury SY2 6ND

For more information about this scheme, contact Malcolm Bell (01743 252553) or Peter Walker (01743 252551) in the Planning Development Control Section concerning County Council planning applications.

Fax: 01743 252505

Email: malcolm.bell@shropshire-cc.gov.uk or peter.walker@shropshire-cc.gov.uk

If you want to speak at Planning Committee about something other than the planning applications mentioned above, please contact David Wise, Senior Committee Officer on 01743 252726, e-mail david.wise@shropshire-cc.gov.uk