

A copy of the committee agenda will be available in advance on our website at

[www.malvern hills.gov.uk/
Northern Area Committee Agenda](http://www.malvern hills.gov.uk/Northern Area Committee Agenda)

[www.malvern hills.gov.uk/
Southern Area Committee Agenda](http://www.malvern hills.gov.uk/Southern Area Committee Agenda)

What happens at the committee?

The chairman will announce the application and the planning officer will update the written report if necessary. Then the following of speakers will be invited to address the committee, in the following order:

- Parish Council
- Objector(s)
- Applicants or the agent/supporter

If the decision is deferred you may have a further chance to speak when the matter returns to the committee.

A maximum of 3 minutes is available for each group of speakers. The time is strictly enforced.

Date: Nov 2017



Please note:

Additional presentation material such as photographs or plans cannot be handed out at the meeting.

Further Information

Contact us:

- By telephoning us on: 01684 862416
- email: public.speaking@malvern hills.gov.uk
- www.malvern hills.gov.uk/publicspeaking

MALVERN HILLS

Planning advisory leaflet

A guide for participants public speaking at Planning Committee



Introduction

The council is committed to public involvement in the planning process. Members of the public have an opportunity to put their views on a development proposal direct to the Planning Committee when planning applications are being considered.

The purpose of the scheme is to give you an opportunity to make your views known in person to the committee. Letters of support or objection will also continue to be taken into account.

Can I speak on all planning applications?

Only on those applications which are due to be determined by the Planning Committee. The committee generally deals with major, complex and the more controversial planning matters only. The vast majority of the remainder are determined by officers under 'delegated powers'. Details of the council's scheme of delegation are available on the council's website at www.malvern hills.gov.uk/council-constitution

When and where does the Planning Committee meet?

The meetings are held in the Council Chamber, The Avenue, Malvern, Worcestershire WR14 3AF. Meetings start at 6pm.

Who can speak at the meeting?

Applicants, agents, supporters and objectors can speak, together with a nominated representative, of the parish or town council.

When will I find out the date of the meeting?

All those with a right to speak will be informed of a meeting date a few days in advance.

How do I arrange to speak at the meeting?

Those wishing to speak must contact the Democratic Services section by email or telephone, by no later than 12 noon on the Tuesday before the Wednesday of the Planning Committee meeting. Notice must be given to:

Please contact: Tel 01684 862416 or email: public.speaking@malvern hills.gov.uk

Where more than one person wishes to speak, either in favour of or against a proposal, you are advised to nominate a spokesperson. In the event that more than one person comes forward to speak, speakers contact details will be shared, with your permission, to allow you to collectively agree how best to make use of the 3 minutes available.

A maximum of 3 minutes is available for supporters, and 3 minutes for objectors, whether there is one or a number of speakers.

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

The committee is made up of elected councillors a full list of the committee is available at

www.malvern hills.gov.uk/Northern Area Committee members

www.malvern hills.gov.uk/South Area Committee members

Some council staff attend to advise the committee. Any member of the public or applicant may attend to listen to the debate and the media is usually present.

What can I say?

During your 3 minutes comments must be on planning issues. These can include: highway safety; traffic; noise; amenity; privacy; pollution; historic buildings; conservation: wildlife; environmental effects; disabled access; local plan policies and proposals; and Government Guidance.

Issues which cannot be taken into account include: the developers' motives or morals; loss of views over other peoples' land; property values; private rights; covenants; and boundary disputes.

Unless agreed with the chairman prior to the commencement of the committee meeting, visual aids such as photographs or plans, or written material can not be handed out, circulated or displayed at any Planning Committee meeting. If public speakers wish to refer to visual aids, they are advised to contact the relevant planning officer at least two days before the Planning Committee and provide the material that they want displayed. Please note that any material may be copied by officers and placed on the public file.

Please don't:

- Make statements of a personal or slanderous nature
- Be abusive
- Interrupt other speakers, or the committee during their debate

The chairman will stop you speaking if you deviate from planning issues.

