

‘PUBLIC RIGHT TO SPEAK’

ABOUT THE PLANNING BOARD

Planning Board meetings currently take place in the Town Hall, Moorgate Street, Rotherham, every three weeks on a Thursday.

Meetings sometimes continue into the afternoon, especially if the members have been on site visits before the meeting.

The **Planning Board** consists of a Chair, Vice-Chair and 13 other Elected Members of the Council.

WHEN YOU ARRIVE

- If you wish to speak in the meeting, please try to arrive at the venue **ten minutes** before the meeting starts. The reception staff will direct you to the Council Chamber.
- In the Council Chamber, please give your name to the Board clerk (who will have a checklist of names derived from the agenda). The clerk will direct you to the seating reserved for people who wish to speak.
- The agenda is available on line at least 5 days prior to the meeting, and a few copies will be made available at the meeting, so you can read the reported relating to the application which concerns you and see where it comes in the agenda.
- The **Council Chamber** is equipped with microphones and a hearing loop.
- Take time to familiarise yourself with the layout of the Chamber and the procedure of the meeting, before ‘your’ application is reached.

Please note that applications can sometimes be withdrawn or deferred at short notice. **The Council will do its best to notify the public in**

advance, but on occasions this may not be possible.

MEETING STRUCTURE

The meeting will follow the structure of the agenda. This means that if the Members have been on any site visits before the meeting these applications will be considered first. The main agenda is ordered in order of date, oldest applications to the newest. Other items are considered, for example courtesy consultations from other authorities at the end of the agenda.

The Chair will announce the application and a representative of the Director of Planning, Regeneration & Culture will make a verbal report, summarising the information set out in the printed agenda and presenting appropriate slides.

Officers from other Council services (such as highway engineers, environmental health officers, arboriculturists or solicitors) may also comment on aspects of the proposal that are **relevant to their responsibilities**.

Members of the Board who consider that a visit to the site should take place should raise their desire for a visit prior to the meeting. However it may be that issues raised at the meeting result in a site visit being requested before a decision can be taken. Should the Board vote to undertake such a visit then those who have requested the Right to Speak will be asked to defer comment until the site visit and the meeting thereafter when the application is considered.

If the right to speak chooses to exercise their right they can do so, but will not be allowed to repeat the procedure at the following meeting. Should no visit be requested at this stage then the Chair will then **invite the applicant to speak**, if he/she has stated a wish to do so. The Chair will then **invite the objector/supporter to speak**.

The matter is then debated by the Planning Board Members only and decided by a vote.

YOUR RIGHT TO SPEAK

- The **'right to speak'** applies equally to the applicant and to the general public.
- You may **speak only if you have notified the Council beforehand** of your wish to do so, and have confirmed this to the Board clerk before the meeting starts.
- You will be invited to speak by the Chairman at the correct interval.
- Switch the microphone on to allow everybody in the Chamber to hear your comments.
- Each speaker will be allowed **three minutes** to state his/her case. The applicant does not have a "right to reply" to the objector(s) comments.
- You may submit a written statement setting out what you wish to say at the meeting, which should take no longer than 3 minutes to read out, in case you cannot attend the meeting for any reason. This should be submitted to development.management@rotherham.gov.uk at least 24 hours before commencement of the meeting.
- In the event that there are in excess of 10 objectors wishing to speak, we encourage members of the public to identify a spokesperson to speak on your behalf where more time will be allowed at the discretion of the Chair.

Only planning related comments can be taken into consideration during the decision process.

The following planning matters **are taken into account** in the decision process of a planning application;

- **The principle** of whether the proposal should be allowed, in terms of the Council's planning policies for the area and national planning policy where relevant.

- **The Details** of the proposal, including the location and design of the buildings and the activities that will take place on the land. All of these will be assessed.
- **The Effect** on nearby residents, other occupiers, road safety, historic buildings and areas, trees and the natural environment.
- **The Opinions** of all people and bodies who write to the Planning & Regeneration Service about the proposal, or whose views are passed on by Ward Councillors, Parish Councils or Members of Parliament.
- **The Responses** from all consultations.

The following matters will **not be taken into account** as they are not planning matters.

- **Constructional details.** These are dealt with under Building Regulations.
- **Nuisance** caused during construction.
- **Legal disputes between neighbours** such as high hedges and trees, boundaries, rights of light or rights of way. These are civil matters.
- **Loss of view.** There is no right to a view over someone else's property.
- **Identity, character or motives of the applicant.** Planning permission goes with the land and so the applicant is entitled to sell the land with the benefit of planning permission.
- **Trade competition.**
- **Any perceived impact on house values.**

This document can be made available in your language and in alternative formats such as Braille, large print, electronic and audio-tape versions.

Contact us at:
Minicom 01709 823 536

www.rotherham.gov.uk

Urdu

رکارہ ہو تو ہم سے رابطہ کریں۔ (اگر آپ کو یہ دستاویز کسی دوسری زبان اور/یا کسی متبادل صورت (فارمیٹ

Chinese

如需索取這份文件的其他語文譯本和/或各種形式版本，請聯絡我們。

Farsi

در صورتیکه این مطلب را به زبان و یا شکل دیگری می خواهید
تماس بگیرید لطفاً با ما

Arabic

أُنصَلُ بنا إذا تريد هذه الوثيقة بلُغة أخرى أو بصيغة بديلة

French

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