The Planning Committee - How it operates

The Planning Committee meets once a month to decide on certain planning applications and other planning matters, including Tree Preservation Orders that require their decision. The Committee meetings are held in the Council Chamber, Civic Centre, Breck Road, Poulton-le-Fylde. Most planning applications, however, are decided by planning officers under delegated powers set out in the Council's Constitution.

Procedure

- The Chairman will start the Committee meeting and lead the members through the agenda.

For that part of the agenda dealing with the Planning Applications:

- The Chairman will announce which planning application is about to be considered.
- A Planning Officer will then briefly describe the application and outline the main planning issues. Plans will be displayed on the TV screens, and a video of the site may be shown in cases where members have not previously visited the site.
- Applicants, agents, and members of the public who object to or support the proposal are then able to address the committee under the provisions of our 'Public Speaking at Planning Committee' guide. Further details on this protocol may be found on our website.
- Members will then debate the proposal and may seek clarification about aspects of the application from or ask questions about the application of the Chairman or Planning Officers during the course of the debate.
- At the end of the debate, the Chairman will invite a motion for permission, refusal or deferral. The Assistant Director of Planning & Building Control or The Planning Development Manager may then summarise or clarify points raised by members before the vote is taken.
- After the vote the Chairman will announce the decision made. If you are unsure as to the decision, please ask an officer at the end of the meeting.

Other Information:

In relation to Tree Preservation Orders (TPOs), where a number of members of the public wish to speak either in support of or in objection to a TPO, it is recommended that no more than six spokespersons be nominated to represent each side. In any event, no individual may speak for more than 3 minutes unless under exceptional circumstances at the discretion of the Chairman.

If you attend the meeting, you may leave the room after the item you are interested in has been considered.

The Agenda

The agenda includes reports on the planning applications and other planning matters to be determined. It also provides members with other relevant information.

Each report contains a recommendation as to whether the application should be permitted (with reasons and suggested conditions if applicable) or refused (including reasons).

An update sheet may be produced prior to the Committee meeting to provide details on any information/representations that have been received since the agenda was published. The agenda is published on the council's web site 8 working days before the meeting and copies together with the update sheet are available at the meeting from the Committee Clerk upon request.

The Council Chamber

The Committee meetings are held in the Council Chamber, Civic Centre, Breck Road, Poulton-le-Fylde. Applicants, agents and other members of the public are asked to sit in the public gallery and will be called forward to speakers podium when they are invited to speak. The council chamber and public gallery are accessible to those using wheelchairs and the room is fitted with a hearing loop for those who use hearing aids.