

Development Management
Place Department, 6th Floor
Bernard Weatherill House
8 Mint Walk
Croydon CR0 1EA

Please ask for/reply to: Robert Naylor
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Minicom: 020 8760 5797
Email: xxxxxxxxxxxx.xxxxxxxxxx@xxxxxxx.xxx.xx

Your ref:
Our ref: P/PC/South Area Team/DCRN
Date: 12th June 2018

Dear Councillor

Application Number: 18/00588/FUL

Location: 4 Rectory Park, South Croydon, CR2 9JL, ,

Details of Application: Demolition of existing building: erection of a two storey building with accomodation in roofspace comprising 3 two bedroom, 2 one bedroom and 2 three bedroom flats : formation of vehicular access onto Borrowdale Drive and provision of associated parking spaces, cycle storage and refuse store.

I refer to previous correspondence concerning the application described above. This application is due to be considered by the Planning Committee at its meeting on 21 June 2018 starting at 6.30pm, in the Council Chamber, Town Hall, Katharine Street, Croydon CR0 1NX .

You or your representative are entitled to speak at the meeting. I attach below for your attention the **Procedure for Participation at the Council's Planning Committees**.

You are reminded that if you wish to address the committee then you must notify the committee clerk by 4pm on the Tuesday prior to the day of the meeting. All parties (objectors, applicants, MP/GLA members and ward members) must do this otherwise they may not be able to speak at the committee. Email or telephone should be used for this purpose:

Email: xxxxxxxxxx.xxxxxxxxxx@xxxxxxx.xxx.xx

Or

Phone: 020 8726 6000 ext 84246

Please also note that if you do not register your attendance at the Town Hall with the Democratic Services representative in attendance at the meeting at least 15 minutes

before the meeting starts, the item may be reverted to the Director of Planning to deal with under delegated powers and not be considered by the committee.

I attach, for your information, a copy of the report on this item.

The recommendation for this application is Permission Granted.

Yours sincerely

Pete Smith
Head of Development Management

Contact details for Development Management

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Bernard Weatherill House
8 Mint Walk, Croydon CR0 1EA

PROCEDURE FOR PARTICIPATION AT THE COUNCIL'S PLANNING COMMITTEES

1. Meetings of the council's planning committees generally take place at the Town Hall in Katherine Street (CR0 1NX). The location and time the meeting is expected to begin will be stated on the agenda papers. This procedure relates to the consideration of a planning application that is reported on the "Planning Applications for Decision" part of the agenda. In exceptional circumstances, the procedure can be modified at the Chair's discretion.

The Procedure

2. All of the individuals and organisations who have expressed views (by letter or email) on an application will be sent a letter/email that informs them that the application will be considered by committee. The letter/email will explain the provisions regarding public speaking.
3. For each planning application there are five separate speaking slots. For applications for planning permission for the following development types the speaking slots shall be a maximum of five minutes each:
 - A residential development containing 200 or more new dwellings or, where the number of dwellings is not given, the site area is 4 hectares or more; or
 - the erection of a building or buildings with a gross floor space of 10,000 square metres or more or, where the floor space is not given, the site area is 2 hectares or more.
4. For all other items, speaking slots shall be a maximum of three minutes each.

5. For each planning application there are five separate slots allocated to objectors, the applicant (or his/her agent/representative/supporter), the MP, GLA member and ward members. The procedure at the committee for considering each application shall be as follows:
 - The planning application will be introduced by officers
 - Through the chair, committee members may ask questions of clarification
 - Public speaking shall be as follows:
 - An objector (if booked and registered to speak) can address the committee
 - The applicant/agent or supporter (if booked and registered to speak) can address the committee
 - The MP (if they have referred in accordance with the constitution and registered to speak) can address the committee
 - The GLA member (if they have referred in accordance with the constitution and registered to speak) can address the committee
 - The ward member(s) (if registered to speak) can address the committee
 - Officers will present the report and introduce the main issues
 - The committee will consider the item and reach a decision
6. There is not a separate speaking slot for supporters but if there are supporters who wish to address the committee, then it is at the discretion of the applicant whether they include them within their speaking slot, sharing the allocated time.
7. Requests to address a committee will not be accepted prior to the publication of the agenda.

Booking your speaking slot in advance

8. Any objector or applicant who wishes to address the committee must notify the Democratic Services Manager by 4pm on the Tuesday prior to the day of the meeting otherwise they may not be able to speak at the committee. Email or telephone should be used for this purpose:

Email: xxxxxxxx.xxxxxxxx@xxxxxxx.xxx.xx
Phone: 020 8726 6000 ext 84246

9. You should provide your name and contact details (email address and/or phone number) so that changes in arrangements can be communicated. In addition, if you agree, where more than one person has registered to speak contact details will be shared so that contact can be made to resolve either who will address the committee or how they will divide up the time allocated to them.
10. If you need special arrangements (such as an interpreter) you must bring this to the attention of the Democratic Services Manager when registering to speak so that arrangements can be put in place.

Arrangements on the committee night

11. On the night of the committee meeting all public speakers (objectors, applicants, MP, GLA member and ward members) must register their attendance at the Town Hall with the Democratic Services representative in attendance at the meeting at least 15 minutes before the meeting starts.

12. Any item that is on the agenda because it has been referred by a MP, GLA member, ward member, Resident Association or Conservation Area Advisory Panel, and none of the person(s)/organisation(s) or their representative(s) have registered their attendance at the Town Hall, the item will be reverted to the Director of Planning to deal with under delegated powers and not be considered by the committee.
13. Where more than one objector has registered to speak and the arrangements have not been resolved in advance, the Democratic Services representative will inform the parties involved as they register so that they can decide either who will address the committee or how they will divide up the allocated speaking slot. Objectors are expected to come to an agreement between themselves on this. Where objectors cannot come to an agreement, the chair will be notified of this and the chair will decide who will be accorded the right to speak. Preference will normally be given to those who are potentially most affected by the planning application and particularly those closest to the application site. The chair may take advice from officers in making this decision. In order to ensure the most efficient progress of committee business on the evening, the decision of the chair will be communicated directly to the Democratic Services representative. That decision will be final and not be the subject of further debate, including in the committee.
14. If more than one ward member indicates that they wish to speak, they will share the speaking slot equally, unless they agree a different distribution of the time.
15. If a ward member has registered to speak but is unable to attend the committee, they can nominate a substitute member to address the committee on their behalf.
16. If more than one MP indicates that they wish to speak, they will share the speaking slot equally, unless they agree a different distribution of the time.
17. Where the recommendation is for approval and the applicant is the only person registered to speak, the applicant will not be expected to address the committee unless there are matters that they disagree with in the committee report (including omissions) that they wish to bring to the committee's attention.

Addressing the committee

18. All those involved in public speaking are restricted to a verbal presentation only. The officer slide presentation is therefore not available for use by public speakers. The distribution of additional material or information to members of the committee is not permitted once the meeting starts. If a speaker, or any other member of the public, wishes to bring material to the committee's attention they need to either supply it to the Development Management service, if it is written material, by noon on the day of committee to include in the Addendum Report or otherwise send it direct to members of the committee before the meeting.
19. Following the completion of a speaker's address to the committee, that speaker shall take no further part in the proceedings of the meeting unless directed to do so by the chair of the committee.

If speakers and other members of the public wish to leave the meeting after the item that they are interested in has been determined, they should do so quickly and quietly so as to not disturb the meeting.

