

Item 17 - Consider a change to the meeting cycle and promotion of public comment in Planning Committees going forward, by adopting the approach taken at Rutland County Council and other parish councils.

Aim:

To ensure that members of the public can speak for or against an application ahead of the Town Council considering a recommendation to Rutland County Council planning department.

Objectives:

1. Publish meeting dates on the website and Town Hall notice board as well as library.
2. To allow one person 3 minutes to speak for the application and one person 3 minutes against the application.
3. To enable councillors to advise members of the public what the process is and how they can book a slot.

How will we do it?

- Convene a Planning Committee 2 weeks after a full council meeting to ensure we meet the 21 day response time to Rutland County Council even though in some circumstances this may mean a separate night to the normal committee night.
- Town Clerk will continue the same process being piloted in September where applications are scanned and issued to committee members ahead of the next meeting. Where the next meeting is full council – all members will receive the information.
- The opportunities to speak are given on a first come first served basis and can be lodged with the Town Clerk.
- Re-structure the agenda to incorporate the 2 x 3 minute slots ahead of each item.

What would this look like for meetings in the remainder of the council year?

Planning would need to be the first meeting of the committees for the public to attend rather than one of the meetings in the middle of the evening.

<ul style="list-style-type: none"> • October <ul style="list-style-type: none"> ○ Full Council – 7th ○ Committees – 21st ○ Planning Committee – 21st 	<ul style="list-style-type: none"> • January <ul style="list-style-type: none"> ○ Full Council – 6th ○ Committees – 20th ○ Planning Committee – 20th
<ul style="list-style-type: none"> • November <ul style="list-style-type: none"> ○ Full Council – 4th ○ Committees – 18th ○ Planning Committee – 18th 	<ul style="list-style-type: none"> • February <ul style="list-style-type: none"> ○ Full Council – 3rd ○ Committees – 17th ○ Planning Committee – 17th
<ul style="list-style-type: none"> • December <ul style="list-style-type: none"> ○ Full Council – 2nd ○ Committees – 16th ○ Planning Committee – 16th 	<ul style="list-style-type: none"> • March (this would be different) <ul style="list-style-type: none"> ○ Full Council – 2nd ○ Committees – 16th ○ Planning Committee – 23rd

Support for You as a Member - In addition I have taken the opportunity of providing you with a refresher on your responsibilities as a member when dealing with planning matters – I’m keen that you understand what role you play and would ask you acknowledge you’ve read the document.