



Cambridge City Council

Planning Committee

To: Councillors Baker (Chair), Al Bander, Blair, Blencowe (Lab sp), Dixon, Holness, Dryden, Hipkin and Reid
Alternate: Smart

Published & despatched: Tuesday 5 August 2008

Date: Wednesday 13th August 2008
Time: 9.30am
Place: Committee Room 1, The Guildhall
Contact: Liz Whitcher Tel: 01223 457015

AGENDA

1 [Minutes](#)

To confirm the minutes of the meeting held on 18th July 2008.

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2. **Apologies**

3. **Declarations of Interest**

Members are asked to declare at this stage any interests, which they may have in any of the following items on the agenda. If any member is unsure whether or not they should declare an interest on a particular matter, they are requested to seek advice from the Head of Legal Services before the meeting.

4. **Planning Applications**

[4.1 08/0699/FUL 13 Chesterton Road, Cambridge](#)

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[4.2 08/0851/FUL 36 Glisson Road, Cambridge](#)

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5 **Trees Items**

[Objection to City of Cambridge Tree Preservation Order
\(Bishop's Court, Bishop's Road, Cambridge\) TPO: 07/2008](#)

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Local Government (Access to Information) Act 1985

Under Section 100D of the Local Government Act 1972, the following are “background papers” for each of the above reports on planning applications:

1. The planning application and plans;
2. Any explanatory or accompanying letter or document from the applicant;
3. Comments of Council departments on the application;
4. Comments or representations by third parties on the application as referred to in the report plus any additional comments received before the meeting at which the application is considered; unless (in each case) the document discloses “exempt or confidential information”
5. Any Structure Plan, Local Plan or Council Policy Document referred to in individual reports.

These papers may be inspected by contacting John Summers (01223 457103) in the Planning Department.

Information for the Public

Meetings of Planning Committee and Development Control Forums in 2008/09

2008	Aug	Sept	Oct	Nov	Dec
Planning Wed 9.30am	13	10	8	5	3
DCF Wed 10.00am	20	17	15	12	10

2009	Jan	Feb	Mar	April	May
Planning Wed 9.30am	7	4	4	1 & 29	27
DCF Wed 10.00am	14	11	11	8	6

Meetings of the Development Control Forum

Meetings of the Development Control Forum are scheduled for a week after the meetings of Planning Committee as shown above, if required.

Public attendance at Meetings

You are welcome to attend meetings as an observer, although it may be necessary to ask you to leave the room during the discussion of matters, which are described as confidential on the agenda.

Public Speaking

Members of the public who want to speak about an application on the agenda for this meeting may do so, if they have submitted a written representation within the consultation period relating to the application and notified the Committee Manager that they wish to speak by **12.00 noon on the day before** the meeting.

Public speakers will not be allowed to circulate any additional written information to their speaking notes or any other drawings or other visual material in support of their case that has not been verified by officers and that is not already on public file.

Representations on Planning Applications

Public representations on a planning application should be made in writing (by e-mail or letter, in both cases stating your full postal address), within the deadline set for comments on that application. You are therefore strongly urged to submit your representations within this deadline.

The submission of late information after the officer's report has been published is to be avoided.

A written representation submitted to the Environment and Planning Department by a member of the public after publication of the officer's report will only be considered if it is from someone who has already made written representations in time for inclusion within the officer's report. Any public representation received by the Department after 12 noon two business days before the relevant Committee meeting (e.g by 12.00 noon on Monday before a Wednesday meeting; by 12.00 noon on Tuesday before a Thursday meeting) will not be considered.

The same deadline will also apply to the receipt by the Department of additional information submitted by an applicant or an agent in connection with the relevant item on the Committee agenda (including letters, e-mails, reports, drawings and all other visual material), unless specifically requested by planning officers to help decision making.

Emergency Evacuation

In the event of a fire or other emergency you will hear a continuous ringing alarm. You should leave the building by the nearest exit and proceed to the assembly point in St Mary's Passage on the left hand side of Great St Mary's churchyard.

Do not attempt to use the lifts.

Do not attempt to re enter the building until given the all clear by a member of the City Council staff. City Council staff will provide assistance with leaving the building.