



Rochford District Council

SCHEDULE OF PLANNING APPLICATIONS TO BE CONSIDERED BY DEVELOPMENT COMMITTEE - 22 April 2010

All planning applications are considered against the background of current Town and Country Planning legislation, rules, orders and circulars, and any development, structure and locals plans issued or made thereunder. In addition, account is taken of any guidance notes, advice and relevant policies issued by statutory authorities.

Each planning application included in this Schedule is filed with representations received and consultation replies as a single case file.

The above documents can be made available for inspection as Committee background papers at the office of Planning and Transportation, Acacia House, East Street, Rochford and can also be viewed on the Council's website at www.rochford.gov.uk.

**If you require a copy of this document in larger
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Section on 01702 – 318191.**

WARD MEMBERS FOR COMMITTEE ITEMS

BARLING AND SUTTON

Cllr M J Steptoe

DOWNHALL AND RAWRETH

Cllr C I Black

Cllr R A Oatham

DEVELOPMENT COMMITTEE - 22 April 2010

REFERRED ITEM

Item R1	10/00079/FUL	Robert Davis	PAGE 4
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Change of Use of Western Barn to 2 No. Class B.1 Business Units with Associated External Alterations, Reduce Extent of Hardstanding, Lay Out Parking Area and Plant Landscaping.
Land North Of New Buildings Cottages Mucking Hall Road

SCHEDULE ITEM

Item 2	10/00087/FUL	Mr Mike Stranks	PAGE 10
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Provide 8 (Additional) Football Pitches, Provide Extension to Existing Car Park and Provide Storage Container
Land North Of Sunnyview Old London Road Rawreth

REFERRED ITEM 1

TITLE : **10/00079/FUL
CHANGE OF USE OF WESTERN BARN TO 2 NO. CLASS B.1
BUSINESS UNITS WITH ASSOCIATED EXTERNAL
ALTERATIONS, REDUCE EXTENT OF HARDSTANDING,
LAY OUT PARKING AREA AND PLANT LANDSCAPING.
LAND NORTH OF
NEW BUILDINGS COTTAGES MUCKING HALL ROAD
BARLING MAGNA**

APPLICANT : **MR JONATHAN BACON**

ZONING : **METROPOLITAN GREEN BELT**

PARISH: **BARLING MAGNA**

WARD: **BARLING AND SUTTON**

In accordance with the agreed procedure this item is reported to this meeting for consideration.

This application was included in Weekly List No. 1026 requiring notification of referrals to the Head of Planning & Transportation by 1.00 pm on Wednesday, 31 March 2010, with any applications being referred to this meeting of the Committee. The item was referred by Cllr M J Steptoe.

The item which was referred is appended as it appeared in the Weekly List together with a plan.

- 1.1 **Barling Parish Council:** Objection based on Greenbelt rules, Industrial noise, traffic generated on narrow road and possible sewage disposal problems.

NOTES

- 1.2 The applicant intends to redevelop a disused site for the refurbishment and change of use of a former agricultural building. The application follows the refusal 09/00656/FUL for a more extensive proposal.

REFERRED ITEM 1

- 1.3 The application site is located within the Metropolitan Green Belt in open countryside outside the village of Barling. There is a pair of cottages to the south. The site contains a brick barn with a pitched roof on the west of the site which is set back and runs parallel with Mucking Hall Road. This barn forms one side of a 3 sided courtyard. The north elevation comprises a long tall brick wall with a feeding trough running along it, once likely to have formed part of a covered cattle shed open to the southern elevation. On the eastern side there are some remains of walls which may have been another barn. The courtyard is laid to concrete. The north of the site contains a triangular piece of open land. The site is approximately 0.45ha in extent.
- 1.4 There are three relevant planning applications relating to the site. The application reference 00/00690/COU for the change of use of the existing brick barn on the west of the site from an agricultural building to B1 use was approved but is not known to have been implemented. A subsequent application 03/00826/FUL to rebuild and refurbish the site providing 3 live/work units and layout of adjoining land as amenity/public open space was refused. An appeal against this decision was dismissed. The Inspector considered that the amount of building works required would be considerable with a domestic, urban appearance, the work units would be subordinate to the domestic use of the site and the Inspector also doubted that the location would be sustainable in terms of transport. The Council has also recently refused application 09/00656/FUL for a change of use to B1 of the western barn, the rebuilding of the eastern barn and a new pitched roof connecting the two buildings. The degree of building works were considered to be contrary to Green Belt policy.
- 1.5 This proposal involves the conversion of the western barn into two B1 business units each providing 49m² of workspace and toilet facilities. The corrugated roof would be replaced with a slate roof. A number of openings would be inserted into the east and north facing elevations of which some would be the reopening of bricked up windows. No new openings would be formed within the outer faces of the building in order to retain the agricultural appearance of the building.
- 1.6 An area of the existing concrete hardstanding would be broken and grassed over together with a hedge providing some screening along the southern and eastern boundaries. The remaining hardstanding would be retained for parking and manoeuvring. Seven parking spaces are indicated on the plans.

REFERRED ITEM 1

- 1.7 Following an objection by the Highways Authority to the earlier application's proposal to install a new vehicular access to the site, the existing vehicular access is proposed to be retained to serve the development in addition to the dwellings to the south. A resident of one of these dwellings has objected to this proposal on the grounds of highway safety as he considered the entrance was too close to a bend towards the south. It is considered, however, that the level of visibility in both directions on this quiet road is sufficient to allow the use of this existing access and that the level of traffic movements likely to be generated by the use of the building, as it is of a limited size, likely to be low.
- 1.8 It is considered that the scale of business uses would be limited by the modest size of the building to a level commensurate with the Green Belt location. The size of the building would also affect the amount of employees that could be accommodated on the site limiting the level of employee generated traffic movements. Although it is not possible to ascertain the level of visitor generated traffic movements it is not thought that they would be of a level causing harm to the Green Belt.
- 1.9 It is noted that the Council have already permitted the change in the use of the building from agricultural to a B1 use in 2000; although this permission has now lapsed. This present application seeks to do the same. It is considered that this re-use of the former agricultural building to B1 usage which by definition ought not give rise to loss of amenity of any nearby residents is in full accordance with Policy R9 – the re-use and adaptation of existing rural buildings.
- 1.10 **Environment Agency:** Outside scope.
- 1.11 Neighbours
One letter of objection:-
- Insufficient detail with regard to potential number of employees, levels of activity.
 - Access road blind bend from Barling Church.
 - No detailing on external lighting or details of scheme to limit noise, pollution, odours.
 - Deciduous screen not serving purpose in winter, no height details, 1.8 m brick wall more appropriate.
 - Limitations required with regard to hours of work.
- 1.12 One letter of no objection in principal - Also cited danger of corner.

APPROVE

- 1 1SC4B Time Limits Full - Standard

REFERRED ITEM 1

- 2 No development shall commence, before details of all external facing (including windows and doors) and roofing materials to be used in the development have been submitted to and approved in writing by the Local Planning Authority. Such materials as may be agreed in writing by the Local Planning Authority shall be those used in the development hereby permitted.
- 3 No good(s), articles(s), product(s) or other material(s), together with any plant, machinery or equipment, whether or not requisite for the use of the site hereby permitted, shall at any time be stored externally outside of the two business units.
- 4 No development shall commence, before plans and particulars showing precise details of the hard and soft landscaping indicated on the submitted drawing 9705-05 have been submitted to and agreed in writing by the Local Planning Authority. Any scheme of landscaping details as may be agreed in writing by the Local Planning Authority shall include details of:-
 - schedules of species, size, density and spacing of the hedgerows to
 - be planted along the southern and eastern boundaries;
 - areas to be grass seeded or turfed, including cultivation and other
 - operations associated with plant and grass establishment;
 - paved or otherwise hard surfaced areas;

shall be implemented in its entirety during the first planting season (October to March inclusive) following commencement of the development, or in any other such phased arrangement as may be agreed in writing by the Local Planning Authority. Any tree, shrub or hedge plant (including replacement plants) removed, uprooted, destroyed, or be caused to die, or become seriously damaged or defective, within five years of planting, shall be replaced by the developer(s) or their successors in title, with species of the same type, size and in the same location as those removed, in the first available planting season following removal.

- 5 The use hereby permitted shall not take place and no deliveries shall be taken at, or dispatched from the site outside the hours of 7am to 7pm Monday to Saturday, nor at any time on Sundays, Bank or Public Holidays.
- 6 No development shall commence, before precise details (including surface finish) of the provision for the parking and turning of vehicles within the site have been submitted to and approved in writing by the Local Planning Authority. The B1 use shall not commence before any scheme of details as may be agreed in writing by the Local Planning Authority, has been implemented in its entirety and made available for use. Thereafter, such provision shall be retained and maintained in the approved form and used for no other purpose which would impede the

- parking and turning of vehicles.
- 7 Notwithstanding the provisions of Article 3, Schedule 2, Part 41, Class A of the Town and Country Planning (General Permitted Development) Order 1995 (including any Order revoking or re-enacting that Order, with or without modification) no extensions shall be erected on any elevations of the building

REFERRED ITEM 1

REASON FOR DECISION

The proposal is considered not to cause significant demonstrable harm to any development plan interests nor harm to any other material planning consideration.

Relevant Development Plan Policies and Proposals

R9, of the Rochford District Council Adopted Replacement Local Plan
As saved by Direction of the Secretary of State for Communities and Local Government in exercise of the power conferred by paragraph 1(3) of schedule 8 to the Planning and Compulsory Purchase Act 2004. (5th June 2009)



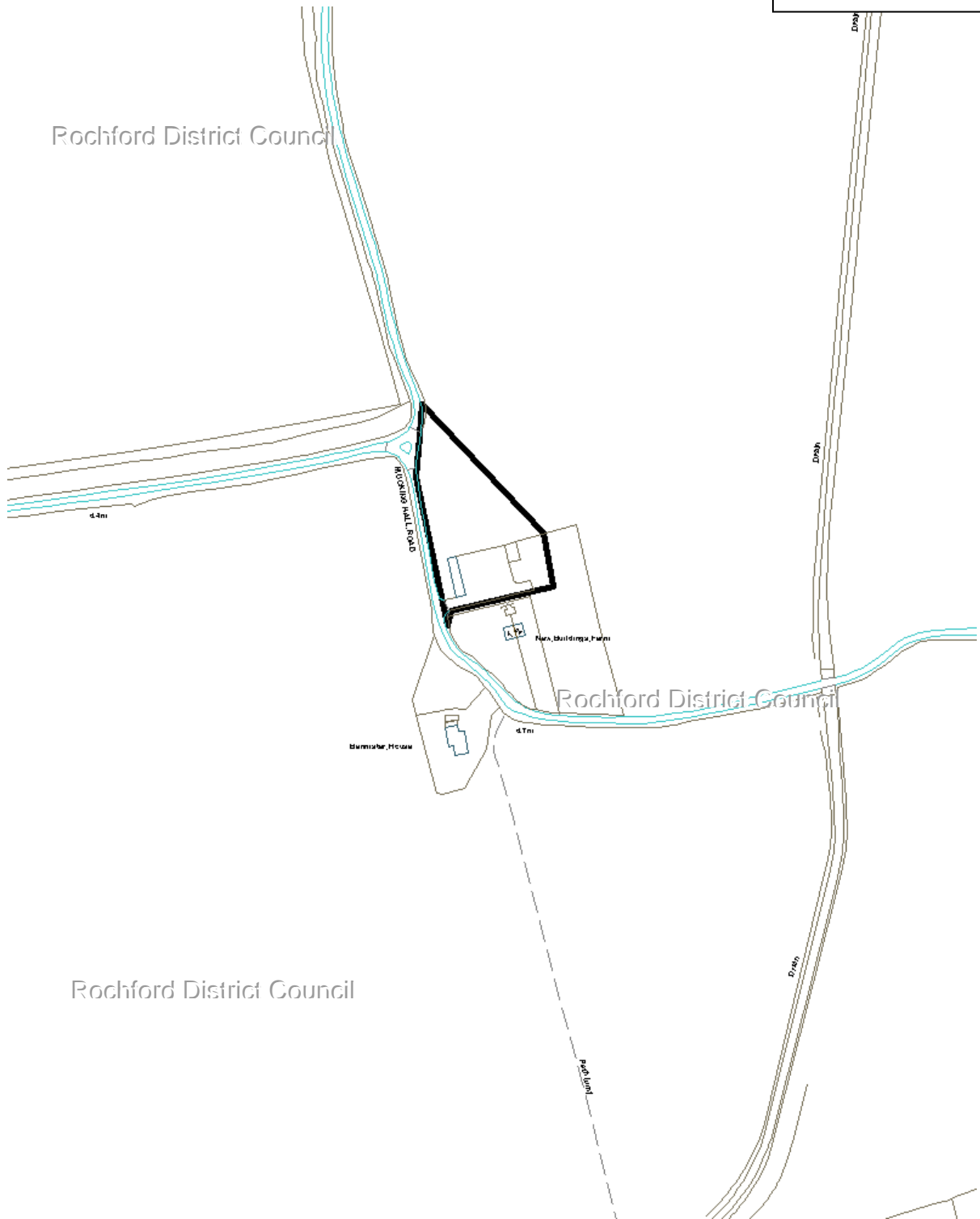
Shaun Scrutton

Head of Planning and Transportation

For further information please contact Robert Davis on (01702) 546366.

REFERRED ITEM 1

10/00079/FUL



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SCHEDULE ITEM 2

TITLE : 10/00087/FUL
**PROVIDE 8 (ADDITIONAL) FOOTBALL PITCHES , PROVIDE
EXTENSION TO EXISTING CAR PARK AND PROVIDE
STORAGE CONTAINER
LAND NORTH OF SUNNYVIEW OLD LONDON ROAD
RAWRETH**

APPLICANT : RAYLEIGH BOYS YOUTH FOOTBALL CLUB

ZONING : METROPOLITAN GREEN BELT

PARISH: RAWRETH

WARD: DOWNHALL AND RAWRETH

PLANNING APPLICATION DETAILS**The site**

- 2.1 This application is to a site 110m north of the junction between London Road A129 and Old London Road. The site comprises a grassed playing field of some 9.66ha and is contained to the east and north by the alignment of Old London Road, Rawreth. The site boundaries are essentially hedged to varying degree. The site is crossed North East – South East by a public footpath No. 16.
- 2.2 On the site exists a car park with a storage container 2.5m wide, 12m long and 2.6m high towards the north western edge of the site. Further south along the same boundary exists two portacabin type buildings fixed together to form one structure 3m wide, 18.3m long and 2.6m high understood to be used for changing rooms. The site is authorised for the layout of 2 No. junior and one full size football pitches. The layout to that application as approved on 28 March 2006 under application 05/01043/COU provided for two junior and one full size pitch on the site. The layout was not specifically controlled and allows for rotation and realignment to prevent wear. That permission however limits the number of pitches to that approved and the use to one day at weekends either Saturday or Sunday. Currently the three pitches on the site are laid out in a general East – West configuration as opposed to the North – South configuration shown on the approved plans.

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The proposal

- 2.3 The applicant states that the three existing pitches are leased to Sporting Events limited. For a while during 2009 the applicants, Rayleigh Boys Youth Football Club (RBYFC), also operated from the site and due to confusion breached the consent by playing on two days at weekends. The applicant states that following enquiries by the Council's enforcement team and, complaints received, RBYFC have withdrawn from the site and have been seeking to formally obtain Planning consent. The more recent application for the retention of changing rooms and storage container was granted on 24 September 2009 to the existing site user and for a temporary three year period. The applicants (RBYFC) previous application for eight pitches in addition to the permitted three pitches was refused permission in November 2009.
- 2.4 The applicants advise that discussions with the landlord have resulted in the current occupier having only two pitches.
- 2.5 The current application is to provide for eight further pitches in addition to the two retained from the previous permission resulting in a total of ten pitches on the site. The current application would add to the two pitches retained 4 No. youth pitches, 3 No. mini soccer pitches and 1 No. Junior pitch.
- 2.6 The proposal is to provide an additional green coloured storage container 12m long, 2.5 m wide and 2.6m in height and which would be located at the southern end of the existing temporary portacabin changing rooms.
- 2.7 Also proposed is the extension of the existing car park along the whole of the western boundary of the site layout. The spaces are unmarked on the road planning type surface but the applicants state the existing car park accommodates 60 cars and as a result of the proposal the car parking will be increased to 160 cars.
- 2.8 The applicants state the additional pitches will be used for youth football only and will be managed by Rayleigh Boys Youth Football Club.

RELEVANT PLANNING HISTORY

Application No. 05/00432/COU
Change of Use From Agriculture to Provision of Four Junior and One Full Size Football Pitches, Access and Parking Areas.
Permission refused 16th August 2005

Application No. 05/01043/COU
Change Of Use From Agriculture to Provision of Two Junior and One Full Size Football Pitches, Access and Parking Areas.
Permission granted 28th March 2006.

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Application No. 09/00282/FUL

Retain storage container and three portacabin changing facilities.

Permission granted 24 September 2009 for a temporary period expiring 23 September 2012 to enable the Local Planning Authority to re-appraise in the light of other applications and development proposals relating to the site and reconsider the proposal in the light of that information.

Application No. 09/00417/FUL

Provide additional storage container and eight youth football pitches.

Permission refused 23 November 2009 for the following reasons:-

1. Notwithstanding that, prima facie, the proposed use of the land for outdoor sport falls within a category of development generally considered appropriate within the Metropolitan Green Belt, in this case, the scale of the use and the likely level of car parking being required to serve the use is considered to affect the openness of the Metropolitan Green Belt.
2. The proposal would give rise to an undesirable intensification of the use of an existing sub – standard access. Slowing and turning of vehicles at this point would give rise to conditions of danger and obstruction to other road users to the detriment of highway safety. The proposal would therefore be contrary to Policy 1.1 (Safety) Appendix G: Development Control Policies and Processes, Essex Local Transport Plan 2006 2011.
3. As far as can be determined from the submitted plans the applicant does not appear to be able to provide the required traffic visibility splays. The lack of such visibility would result in an unacceptable degree of hazard to all road users to the detriment of highway safety. The proposal would therefore be contrary to Policy 1.1 (Safety) of Appendix G: of the Local Transport Plan 2006/2011.
4. The proposed development would lead to an increase in unnecessary traffic movements to and from the site in direct conflict with the aims and objectives of Policy 4 (sustainability) and Policy P3.1 (accessibility) Appendix G: Development Control Policies and Processes, Essex Local Transport Plan 2006/2011.
5. The location, lack of footways and limited access to public transport would mean that virtually all journeys generated by the proposal would be by private vehicles. The proposal is not considered sustainable due to the reliance on the use of private car which is in direct conflict with the aims and objectives of Policy 4 (Sustainability) and policy P3.1 (accessibility) Appendix G: Development Control Policies and Processes, Essex Local Transport Plan 2006/2011.

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6. The proposed intensification in the use of the site for football, taking into account the number of spectators, players and cars likely involved, is considered likely to result in a level of noise and activities detrimental to the amenities of nearby residents.

Application No. 09/00486/ADV
Two Non-Illuminated Hoarding Signs
Permission refused 7 October 2009.

Application No. 10/00088/ADV
Erect one Non-Illuminated Hoarding Sign
Decision pending at the time of writing.

MATERIAL CONSIDERATIONS**Green Belt Issue**

- 2.9 The site is located within the Metropolitan Green Belt and where the use of the site for playing field is generally permissible within Green Belt policy and as reflected in the consent for the site for the provision of three pitches. Small scale facilities essential for outdoor sport and recreation and for uses of land which preserve the openness of the Green Belt are one of few exceptions of acceptable development within the Green Belt as set out at paragraph 3.4 to Planning Policy Guidance Note 2: Green Belts (1995).
- 2.10 However, the consent restricts the use to football and for one day per weekend either Saturday or Sunday. These constraints are imposed in the interests of visual and residential amenity.
- 2.11 The playing field essentially keeps the land open but there is the impact of the car park and any buildings that may be required such as storage facilities and changing rooms.
- 2.12 The site has an existing storage container and two coupled together as a changing room now authorised temporarily by way of the permission granted on 24 September 2009.
- 2.13 Given the increased number of pitches it would be reasonable to expect a proportional increase in on site storage. The proposed storage container would adjoin the existing group and its siting against these considerations is considered acceptable if the pitches were to be allowed.

SCHEDULE ITEM 2**Highways matters**

- 2.14 The site access is essentially a field entrance originating from the former agricultural use of the land. The site is gated but with a footpath crossing the site. There is no pavement and the road serving the site is narrow with the appearance of a winding country lane.
- 2.15 The County Highway Authority previously raised a number of concerns that resulted in reasons 2, 3, 4 and 5 of the previous decision to refuse planning permission for the earlier scheme. The views of the County Highway Authority are awaited at the time of writing but District officers understand informally that the County Highway Authority are likely to recommend refusal for similar reasons as previously but with less or no emphasis on sustainability but still predominant concern at the accessibility of the site given the remote location.
- 2.16 District officers anticipate that the view of the County Highway Authority will be received in time for the Committee meeting and will be reported on the addendum.
- 2.17 The recently adopted Car parking standards would require provision of 20 car parking spaces per pitch plus one space for any ten seated spectators. No spectator seating is proposed and there is no discount in the standard for junior players.
- 2.18 The resultant ten pitches would require a maximum of 200 car parking spaces in accord with the Council's standards. There is a limited bus service in the vicinity of the site understood to be 1 bus per hour but otherwise the remoteness of the location would give rise to the vast majority of journeys by car.
- 2.19 The proposed increase in number of pitches would intensify the use of the site access which is considered sub-standard for serving that number of pitches proposed and the consequent traffic that may be attracted to the site. This in turn would lead to traffic slowing and turning into the site would give rise to danger and obstruction to other road users detrimental to highway safety.
- 2.20 The access has poor visibility due to the alignment of the carriageway whereby an unacceptable degree of hazard to all road users would be considered to result.
- 2.21 The comments of the County Highway authority are awaited as to the acceptability of the scheme in terms of access generally and the safety of the existing access specifically as well as the acceptability of the level of on site parking proposed.

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Residential amenity issue

- 2.22 The decision on the previously refused application included a reason which concerned the impact of noise arising from games upon residents living close to the site and locality. The less intense proposal for three pitches has been operated and generated complaints also expressed in response to the notification on this current application.
- 2.23 Sport England criticise the previous decision on this issue and make comparison in that many pitches are located in urban or edge of urban areas on public open space or school playing fields and where the resultant weekend use of pitches is argued to be accepted by the residential community.
- 2.24 Whilst recreational uses and football are generally permitted in the Green Belt and with that must be an acceptance of some disturbance. Officers, however, remain concerned at the further intensity in use as now proposed and find the prospect of up to ten pitches in operation by two separate organisations administering the site would lead to an intensity in disturbance at weekends. This would be unreasonable given the close proximity of those nearby residents and the degree of quiet that has been enjoyed unlike more urban comparisons.
- 2.25 The noise generated by players, spectators and cars could result in nuisance and disturbance to nearby residents, as well as the character of the generally peaceful rural area, although this impact is somewhat mitigated by the busy new A130 built in 2003 which is situated 100m from the proposal to the west. The landscaping and planting which featured to the previous approval has had limited affect in off-setting this consequence. As such officers consider that the intensification inherent to this current application should be resisted.
- 2.26 Sport England is critical of the Council's current playing pitch strategy which although adopted in 2007 is based on an earlier assessment work dated 2002. Officers advise that current re-survey work that is not yet published does show that for the Rayleigh area there is a shortfall in junior playing pitch provision for Sunday games.
- 2.27 Advice within PPG17 for open space and recreation generally encourages the provision of further recreational areas on the urban fringe and where accessible to the urban populations with good access to public transport. The application site is remote and could not be classed as urban fringe. The intensity in use inherent in this application would be insensitive to the quiet of this rural location contrary to the advice at paragraph 26 to PPG17 which considers the impact upon rural areas such as that in which the site is located.
- 2.28 Officers consider that the need for pitches, and particularly junior pitches, does not outweigh the Green Belt and amenity considerations in this case.

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CONSULTATIONS AND REPRESENTATIONS

- 2.29 **Rawreth Parish Council:** All the reasons for the conditions imposed on application 05/01043/COU still stand and to develop this site any further will affect the openness of the Green Belt. Previous objections and comments still stand and the level of noise and activities would be detrimental to the amenities of nearby residents.
- 2.30 Several points in the applicants submissions which the Parish council refute as follows:
- 2.31 Regarding the Planning Policy context:
- 2.32 Guidance 17 states the site is urban fringe, however this is not true. The site is Green Belt within a village area surrounded by green fields.
- 2.33 Regarding Policy R1 the Council contend that by the sheer scale of the number of pitches on a restricted size field, with eleven affected households immediately adjacent the character of the countryside will be harmed.
- 2.34 Regarding Policy LT2 the application fails on four out of six criteria:-
1. The site is not conveniently accessed by local communities
 2. The site cannot accommodate traffic without creating highway hazard
 3. The development and expansion of the site will have a negative impact on residential amenity
 4. The development and expansion of the site will have a negative impact on the character of the countryside
- 2.35 The reference to lack of visibility splays at the A 132 junction, this is a factual error, the road in question is the A129.
- 2.36 Under the transport and traffic assessment and the existing site use, the statement made that prior to the construction of the A130 Old London Road was the main link and that traffic can be accommodated without improvements being made is factually incorrect. The main link was the A129.
- 2.37 The journey mile comparison in appendices 4 and 5 clearly shows the total number of miles travelled will almost double given the location of the site. Not entirely sure the assessment for away teams shows a true picture as it would suggest most away teams come from the east of Rayleigh as mileage increases the further west the pitches go.

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- 2.38 The Council considers it unlikely that car sharing will take place as most parents accompany their children to local matches. Appendix 3 states that there are 36 teams with double that figure with managers and team coaches. These teams are made up of 468 players and supporters in addition. Car sharing would therefore be minimal.
- 2.39 Nothing has materially changed from when the original application was granted for 3 pitches. The interests of our rural residents should not be compromised for the interests of a large urban sporting interest.
- 2.40 **Sport England:** Advise the consultation to be statutory but also wish to make comments on the application as a non statutory consultee.
- 2.41 *Comments as a statutory consultee:*
- 2.42 Have considered the proposal with regard to Sport England's policy "A sporting Future for the Playing Fields of England" 1997 and which aims to ensure that there is no further reduction in the supply of conveniently located , quality playing fields to satisfy the current and future demand.
- 2.43 The main elements of the proposal involve eight additional youth pitches plus an additional storage container and extension to the car park. Sport England were consulted on a similar application 09/00417/FUL and made no objection and or comments are similar to those made previously.
- 2.44 The only aspect of the proposal that would appear to have an impact on the existing playing field is the proposal for the storage container and extended car parking area.
- 2.45 The proposal would be sited on agricultural land. The additional storage is required to store football equipment such as goals. Equipment storage facilities are considered to be an important and necessary ancillary facility to support the principal use of the site as a playing field. The container would occupy a small area along the site boundary and would not have an adverse impact on the playing field in terms of pitch provision.
- 2.46 The extended car park would extend the existing car park along the whole of the western site boundary. The further car parking is proposed to support the additional use of the site. There would not appear to be any adverse affect on football pitch provision as the minimum run off areas (safety margins) for the adjoining pitches would be retained.
- 2.47 As both the storage container and additional car parking would be ancillary to the principal use of the site as a playing field and would not affect the quantity or quality of pitches on the site or their use. The proposal is considered to meet exception E2 of the above policy. Therefore confirm that no objection is made to this planning application as a statutory consultee.

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- 2.48 *Comments as a non – statutory consultee.*
- 2.49 Support the development of new facilities that will secure opportunities to take part in sport.
- 2.50 The provision of 8 additional pitches on the site would allow Rayleigh Boys FC to consolidate all of its activities onto a single site, rather than as currently on a range of sites not within their control. Providing sufficient pitches for exclusive use by the football club on a single site would provide a home for the club and offer operational and football development benefits e.g. reduced costs, higher quality facilities, improved co-ordination of club activities. Understand the club has been looking for a suitable site for several years during which the club have rapidly expanded to having 37 teams. Other sites the club currently use have constraints such as use by other open space users.
- 2.51 In view of the size of the club consolidating activities onto a single site would be considered to be justified and essential to allow the club to maintain and progress its development e.g. it would allow the club to develop new girls teams and an under 18's team and offer greater potential for the club to play at a higher standard.
- 2.52 The FA and Essex County FA have also confirmed that relocating all the club's teams to the old London Road site would also free up space on the sites that the club currently use to the benefit of community users. This is pertinent in view of the very high youth football participation rates in the Rochford District and the shortage of pitches that exist. The applicants have provided clear evidence to support the need for additional pitches which has been confirmed by the football association and the Essex FA. It is advised that the Council's playing pitch strategy (2002) should not be used for identifying playing pitch needs. The strategy is considered to be significantly out of date and should no longer be used for informing Playing pitch needs as the information on the supply and demand for playing pitches that the strategy would have been based on would no longer be robust. Sport England expects playing pitch strategies to be reviewed at least every three years to ensure they remain up to date. Consequently no weight should be attached to the Council's playing pitch strategy when assessing the need for the proposed development.
- 2.53 Have consulted Sport Essex and the Essex County FA and the Football Association who are all supportive of the principle of the proposals as are Rochford District Council's Leisure and Cultural services department.
- 2.54 The proposed development is considered to offer significant benefits to community football in the Rayleigh area and the proposal is considered to clearly meet our planning policy objectives and accord with government advice in PPG 17 on the provision of new/enhanced sports facilities. Sport England therefore offer support for the principle of this planning application.

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- 2.55 *Comments with regard to the reasons for refusal of the previous application.*
- 2.56 Understand reason 1 related to the scale and use and the likely level of car parking being considered to affect the openness of the Green Belt. Consider that in the context of Green Belt policy the additional football pitches, the storage container and the extended car park would accord with PPG 2 as outdoor sport and an appropriate use of land within Green Belt and that the proposed storage container and car park are considered essential ancillary facilities for outdoor recreation. Base on Sport England's experience, would advise that that the proposed storage container is considered to be a very modest facility for the number of pitches it would serve. Furthermore the proposed additional car parking is considered to be appropriate in terms of achieving balance between meeting the car parking requirements associated with the use proposed and minimising land take. Consider the applicant's explanation of how each element of the scheme has been designed to minimise the impact on the openness of the site to be sound.
- 2.57 Understand reason 6 for the refusal of the previous application related to the development being considered likely to result in a level of noise and activities detrimental to the amenity of nearby residents. Advise that a multi-pitch playing field such as that proposed is an acceptable use in a residential area. The majority of comparable existing playing fields are local authority or school playing fields which are located in urban areas which will usually be in close proximity to a much larger number of dwellings than those adjoining this application site. Section 7.0 of the planning statement has made the case that the majority of activity on the site will take place on Sundays between September and April and that the noise generated from turf pitches that are only used at these times rarely results in detrimental impact upon residential amenity. Therefore support the applicant's case that the impact of noise/activity would be minimal and a number of mitigation measures have been offered to address such concerns if appropriate. It should also be emphasised that a substantial part of the application site is already used for community football at weekends so there is already a permitted level of noise/activity.
- 2.58 Request the Council to give appropriate weight to the case made by the applicant.
- 2.59 **Essex County Council Specialist Archaeological Advice:** is it is unlikely that the scheme will impact upon any known archaeological remains. No recommendations for archaeological survey or monitoring work will be made on this application.

Neighbour representations

- 2.60 6 Letters have been received from the following local addresses:-

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- 2.61 Church Road: "The forge Nurseries" "Jolians"
Old London Road: "Somerdale" "Tethers End" "Cherylyn" "Ivydene"
- 2.62 And which in the main make the following objections:-
- The concerns of local residents have not changed since the application was turned down in September 2009.
 - The site used to be a nice place to walk on a Sunday but have to know be very careful with all the extra traffic and speeding near blind bends without a proper footpath it is no longer safe to walk along Old London Road.
 - Speed limit should be 30 mph like Church Road.
 - Previous application was turned down so refuse this one.
 - Gross overdevelopment of the existing site.
 - Will have extremely negative impact on local residential amenity.
 - Traffic volume will cause highway hazard.
 - Lack of visibility at the junction with Old London Road and the A129 due to proximity of bend.
 - Justification on the basis of the grater good to the community is offensive to local residents. The few have the same duty of care as the many.
 - The proposal to permit more than one day per week for any reason would be uncontrollable.
 - Extension to car park will not provide sufficient spaces for the eight pitches. The existing car park is full when two pitches are used and will lead to parking spreading onto the highway.
 - Providing another storage container affects the character of the countryside.
 - Field cannot accommodate 11 pitches as the plan shows the pitches too close and balls could be kicked onto the highway or adjoining property.
 - One of the pitches will impede the public footpath crossing the land.
 - Unacceptable volume of noise from players and spectators constant and intrusive.
 - Watterlogging and poor drainage problems.
 - Old London Road now connects A130 and A1245 and we have lost the rural feel of the area with lorries and heavy equipment using it to avoid Carpenters Arms roundabout.
 - Road in poor condition and will deteriorate further with increased traffic.
 - Application states that Saturday football would be allowed if flooding occurs and as this happens every year it will be obvious that matches will be played on Saturday.
 - The tree screening is not mature and will take another five years to become effective.

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- If as stated in the application 15–20 matches will be played each week, estimate 625 people not including spectators equating to 600 car movements on a restricted lane. Some younger players are dropped off and later picked up thus increasing the movements.
- Cars park on the lane when only 3 pitches are in use.
- Have counted up to 140 cars on the site when only 3 pitches in use.
- Proposed car park for 160 is nowhere near sufficient.
- Site has been constant aggravation and the subject of Planning Enforcement enquiries.
- Infringement of rights of local residents.

2.63 Other Representations

58 letters of support individually written have been received from the following addresses:-

Benfleet:

Durley Close: 6
New Park Road: 12
Stanway Road: 26

Hockley:

High Road: 6
Main Road: 86
The Westerings: 53 (2 letters)

Rayleigh:

Avondale Close: 1
Avondale Road: 19
Barrymore Walk: 15
Cheapside West: 54
Crown Hill: 32
Dobsons Close: 6
Durham Way: 9 (4 letters)
Edinburgh Close: 6
Elm Close: 32
Fairland Close: 1b (2 letters)
Falcon Close: 7
Gosfield Close: 6 (3 letters)
Grove Road: 1
Highfield Crescent: 24
Highmead: 73
Hockley Road: 137
Hullbridge Road: 44
Jubilee Road: 25
Kingfisher Crescent: 20
Kingswood Crescent: 2 (5 letters)

SCHEDULE ITEM 2**Rayleigh:**

Louis Drive East: 30 (3 letters)

Love Lane: 10

Lynwood Green: 1

Nelson Gardens: 21(2 letters)

Nightingale Close: 15

Popes Walk: 1

Shakespeare Avenue: 6

Sheridan Close: 1 (4 letters)

Station Crescent : 83

Truro Crescent : 11

Upway: 6

Warwick Gardens: 43

Willingale Avenue: 9, 29

Wyburns Avenue: 39

Rochford:

Golden Cross Road: 70b

Ironwell Close: 5

Wickford:

Blake Hall Drive: 21

2.64 And which in the main make the following comments in support of the application:-

- Application is very sensible and will provide much needed pitches for the Rayleigh area.
- The club is doing a great service for our young children.
- As manger of one of the teams for many years I can speak with experience of the difficulty the club has with grounds. As a parent would love to see my son's children play for the club in the future at a secure developed ground.
- A lot of people are affiliated to the club and only want the best for their children, proposal will develop fine pitches and keep children off the streets and give Rayleigh a club to be proud of.
- The club will work with residents to resolve problems.
- Much needed facility for the youth of Rayleigh.
- No brainer, why would the Council object to an organisation providing a safe environment for children to play and secure a healthy and active lifestyle.
- Would secure keeping the land open and protect it from developers.
- Volunteer run club with each person involved grateful for a positive outcome.
- A junior club of the size of Rayleigh Boys should have its own facilities, it has provided the area with a well run and successful club for over 25 years.

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- Good for the community and we need our children to engage and foster community spirit.
- The club will encourage boys and girls to take part in great outdoor sport that teaches them discipline, respect, and how to work as a team as well as other social/life skills.
- Given that the government is supposed to be supporting children getting exercise rather than on computer games, cannot think of a more constructive use of the land.
- The pitches will not be used 24/7 so impact upon neighbours will be minimal.
- Benefits far outweigh the negatives.
- Hope planners look at the proposition and what it would mean for many people not just now but for many years to come.
- Benefit of having their own ground removes dependency on public pitches and fixture contention as well as improving the playing surface.
- Home ground can become centre of this Rayleigh Community.
- Currently have nowhere to train and share pitches with other clubs.
- Lack of parking facilities at other sites.
- Would prevent postponement of games due to poor pitches.
- Children supervised by adults so no risk of noise.
- The site is already used for football and has relatively few houses near by for there to be much noise pollution.
- As a coach of the club I believe that we need to ensure the future of our children and football in the community by providing pitches. Currently have to train and play on substandard pitches that do not deliver the experience as well as having to cancel matches because of the conditions. The site is the most suitable location with minimal disruption to residents and it would be sad to deprive our children of the facilities they need to develop into sportspersons
- Rayleigh is an expanding town and thought needs to be given to expanding its sports facilities.
- Serious questions are being asked as to why this is being turned down and how this is being handled.
- As a member of our community can reach far and wide the support for the area.
- Fantastic club for local children, do not take it away from them.
- Borough is short of facilities and studies show that by channelling energies into sport in a positive way children are less likely to become involved in petty crime and other anti-social behaviour
- Proposal accords with PPG2 and PPG17 as suitable recreational development in the Green Belt and located on the urban fringe as supported by PPG17.
- Shortage of pitches in the Council's strategy.
- Would provide an amenity for over 400 children.
- Council should be doing all they can to support proposal given the so much emphasis on youth behaviour.

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- Makes no sense to leave the land empty when it can be put to good use.
- Disgusted to learn the previous application was not given appropriate consideration by the Committee.
- As a team Captain have developed skills as a leader to pass JSL Team Leading award which would not have been otherwise possible and look forward to coaching others.
- Support the application as a local resident and Council tax payer.
- Insufficient amount of activity based support for young people in their development into adulthood.
- Managers and Coaches not only mentor in the game but also address behaviour, emotional control, fitness, commitment and determination which should be recognised.
- 38 teams spread about the District means that coaching and mentoring effort and momentum suffers.
- By rejecting the application on highway grounds would mean that roadways are changing their purpose and no longer enabling society but being a hindrance.
- Local Authorities need to consider equal opportunities.
- Great chance to keep children actively involved in sport.

32 copies of a standard letter of support have been received from the following addresses:-

2.65 **Basildon:**
Chevers Pawen: 26 (2 letters)

Hadleigh:
Common Hall Lane: 14

Hullbridge:
Meadow Road: 18

Rayleigh:
The Chase: 19
Crown Hill: 24
Daws Heath Road: 103
Dene Gardens: 6 (2 letters)
Eastview Drive: 1
Fairland Close: 1b
Grove Close: 7
Highmead: 25
High Street: 91
Hullbridge Road: 15 (2 letters)
King Georges Close: 3
Leslie Road: 5 (4 letters)
Orchard Avenue: 1a (2 letters)

SCHEDULE ITEM 2**Rayleigh:**

Southview Close: 27

Trinity Road: 90

Truro Crescent: 24 (2 letters)

Upway: 56

Wellington Road: 27

Wickford:

Blakehall Drive: 59

Olonia Avenue: 8

Other :

25 Aysgarth Court, Sutton, Common Road.

and which make the following comments in support of the application;

- 2.66
- Am a member/parent/manager/supporter/players grandmother/relative of Rayleigh Boys FC and believe the application should be approved for the following reasons;
 - According to planning policy guidance notes (in particular PPG2 and PPG 17) the site is suitable for recreational development as sport is deemed to be suitable use for Green Belt land. The site is also located on the urban fringe which is supported by PPG17.
 - According to the Playing Pitch strategy, there is a short supply of football pitches in the Rayleigh area. The approval of this site would help bring Rayleigh's average area of pitches closer to the national standard and free up recreational areas in Rayleigh's parks for other uses. This would be beneficial not just to the members of Rayleigh Boys Youth FC but to other residents in the Rayleigh Area.
 - The approval of this application would provide Rayleigh Boys FC with a stronger sense of identity in the area.
 - It would enable them to move away from the busy parks in the centre of Rayleigh where they have little control of the standard of the pitches and the damage done to them by other users.
 - The media has brought to light the problem of childhood obesity and health worries associated with it. Rayleigh Youth FC is a growing club which encourages children to participate in outdoor and sporting activities. It provides them with a fun form of exercise that they can share with their friends. As a parent I feel that this should be encouraged. The approval of this application would enable the club to encourage exercise in the younger generation.
 - Am fully supportive of the application and believe that the Council should give careful consideration to the benefits of approving this application.

SCHEDULE ITEM 2**RECOMMENDATION**

2.67 It is proposed that this Committee **RESOLVES** to **REFUSE** the application subject to the further consideration of any objections raised by the County Highway Authority that may present further additional reasons for refusal and for the reasons set out below:-

- 1 Notwithstanding that, prima facie, the proposed use of the land for outdoor sport falls within a category of development generally considered appropriate within the Metropolitan Green Belt, in this case, the scale of the use and the likely level of car parking being required to serve the use is considered to adversely affect the openness of the Metropolitan Green Belt.
- 2 The proposed intensification in the use of the site for football, taking into account the number of spectators, players and cars likely involved, is considered likely to result in a level of noise and activities detrimental to the amenities of nearby residents.

Relevant Development Plan Policies and Proposals

LT2, TP8 of the Rochford District Replacement Local Plan (2006) as saved by Direction of the Secretary of State for Communities and Local Government in exercise of the power conferred by paragraph 1(3) of schedule 8 to the Planning and Compulsory Purchase Act 2004.

Supplementary Planning Document 3 Playing Pitch Strategy (January 2007)

Parking Standards Design and Good Practice Essex County Council and Essex Planning Officers Association September 2009



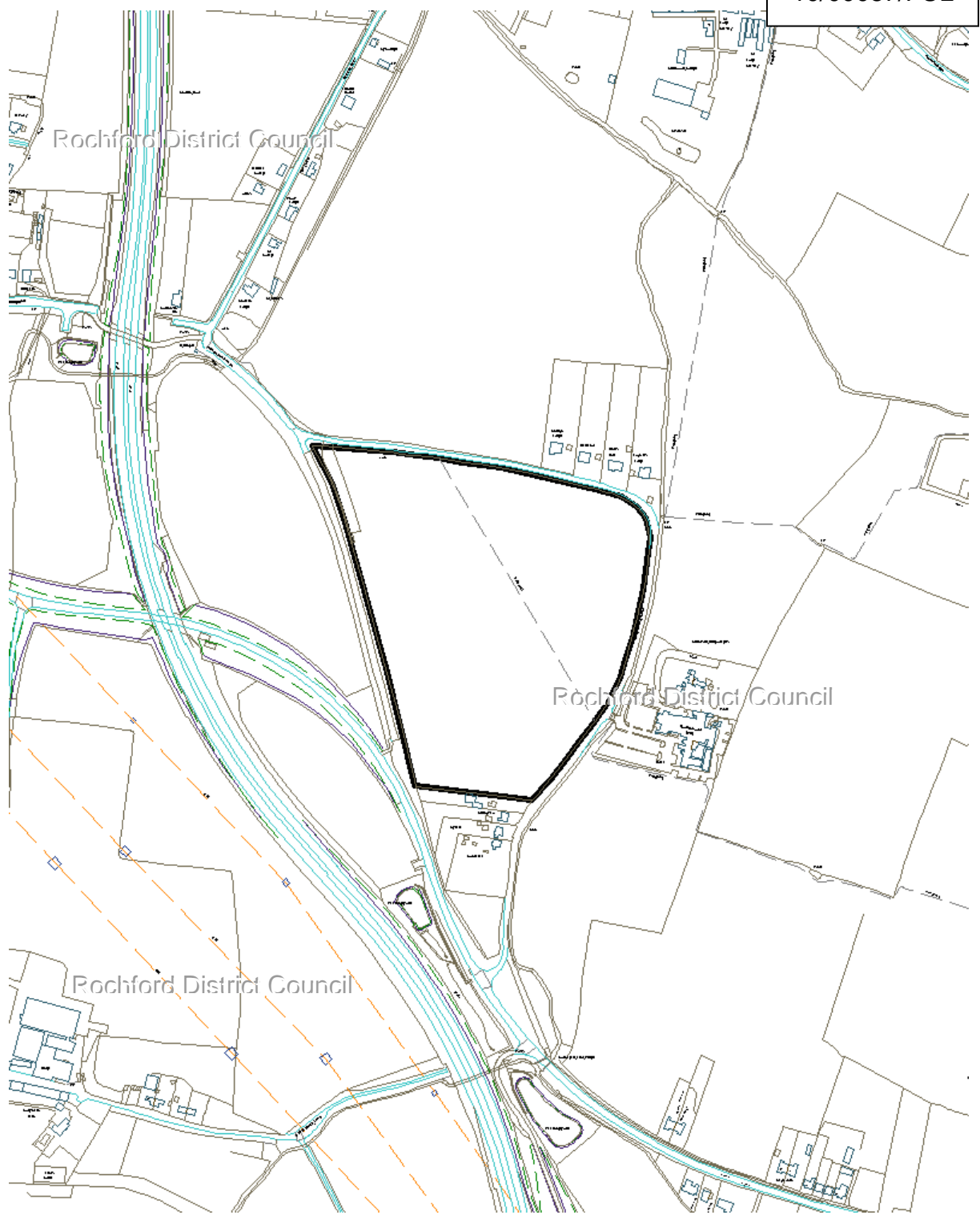
Shaun Scrutton

Head of Planning and Transportation

For further information please contact Mike Stranks on (01702) 546366.

SCHEDULE ITEM 2

10/00087/FUL



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CODE OF GOOD PRACTICE FOR PLANNING MATTERS

A. Introduction

1. The aim of this code of good practice

To ensure that in the planning process all decisions are unbiased, impartial, and well founded.

2. Your role as a Member of the Planning Authority

To control development and to make planning decisions openly, impartially, with sound judgment and for justifiable reasons.

3. When the Code of Good Practice applies

This code applies to Members at all times when involving themselves in the planning process (this includes when taking part in the decision making meetings of the Council in exercising the functions of the Planning Authority or when involved on less formal occasions, such as meetings with officers or the public, and consultative meetings). It applies as equally to planning enforcement matters or site specific policy issues as it does to planning applications.

B. Relationship to the Code of Conduct – Points for Members

- Do apply the rules in the Code of Conduct for Members first.
- Do then apply the rules in this Code of Good Practice for Planning Matters, which seek to explain and supplement the Code of Conduct for Members for the purposes of planning control.
- Failure to abide by this Code of Good Practice for Planning Matters may put:-
 - the Council at risk of proceedings in respect of the legality or maladministration of the related decision; and
 - yourself at risk of a complaint to the Standards Committee or Standards Board for England.

C. Development Proposals and Interests under the Members' Code

Do disclose the existence and nature of your interest at any relevant meeting, including informal meetings or discussions with officers and other Members. Preferably, disclose your interest at the beginning of the meeting and not just at the commencement of discussion on that particular matter.

Do then act accordingly.

Where your interest is personal and prejudicial:-

- **Don't** participate, or give the appearance of trying to participate, in the making of any decision on the matter by the planning authority.
- **Don't** get involved in the processing of the application, save as mentioned below.
- **Don't** seek or accept any preferential treatment, or place yourself in a position that could lead the public to think you are receiving preferential treatment, because of your position as a councillor. This would include, where you have a personal and prejudicial interest in a proposal, using your position to discuss that proposal with officers or members when other members of the public would not have the same opportunity to do so.
- **Do** be aware that, whilst you are not prevented from seeking to explain and justify a proposal in which you have a personal and prejudicial interest to an appropriate officer, in person or in writing, the Code places limitations on you in representing that proposal. You may address the Committee but only to make a presentation in the same manner that would apply to a normal member of the public, after which you must leave the room whilst the meeting considers it (you may not remain to observe the meeting's considerations on it from the public gallery).
- **Do** notify the Monitoring Officer of the details.

D. Fettering Discretion in the Planning Process

- **Don't** fetter your discretion and therefore your ability to participate in planning decision making by making up your mind, or clearly appearing to have made up your mind (particularly in relation to an external interest or lobby group), on how you will vote on any planning matter prior to formal consideration of the matter at the Committee and of your hearing the officer's presentation and evidence and arguments on both sides.

Fettering your discretion in this way and then taking part in the decision will put the Council at risk of a finding of maladministration and of legal proceedings on the grounds of there being a danger of bias or pre-determination or a failure to take into account all of the factors enabling the proposal to be considered on its merits.

-
- **Do** be aware that you are likely to have fettered your discretion where the Council is the landowner, developer or applicant and you have acted as, or could be perceived as being, a chief advocate for the proposal (this is more than a matter of membership of both the proposing and planning determination committees, but that through your significant personal involvement in preparing or advocating the proposal you will be, or perceived by the public as being, no longer able to act impartially or to determine the proposal purely on its planning merits).
 - **Do** consider yourself able to take part in the debate on a proposal when acting as part of a consultee body (where you are also a member of the parish council, for example, or both a district and county councillor), provided that the proposal does not substantially affect the well being or financial standing of the consultee body, and you make it clear to the consultee body that:-
 - your views are expressed on the limited information before you only;
 - you must reserve judgment and the independence to make up your own mind on each separate proposal, based on your overriding duty to the whole community and not just to the people in that area, ward or parish, as and when it comes before the Committee and you hear all of the relevant information;
 - you will not in any way commit yourself as to how you or others may vote when the proposal comes before the Committee; and
 - you disclose the personal interest regarding your membership or role when the Committee comes to consider the proposal.
 - **Don't** speak and vote on a proposal where you have fettered your discretion. You do not also have to withdraw, but you may prefer to do so for the sake of appearances.
 - **Do** explain that you do not intend to speak and vote because you have or you could reasonably be perceived as having judged (or reserve the right to judge) the matter elsewhere, so that this may be recorded in the minutes.
 - **Do** take the opportunity to exercise your separate speaking rights as a Ward/Local Member where you have represented your views or those of local electors and fettered your discretion, but do not have a personal and prejudicial interest. Where you do:-
 - advise the proper officer or Chairman that you wish to speak in this capacity before commencement of the item;
 - remove yourself from the member seating area for the duration of that item; and
 - ensure that your actions are recorded.

E. Contact with Applicants, Developers and Objectors

- **Do** refer those who approach you for planning, procedural or technical advice to officers.
- **Do** contact the Head of Planning and Transportation where you think a formal meeting with applicants, developers or groups of objectors might be helpful. You should never seek to arrange that meeting yourself. If a meeting is organised, officers will ensure that those present at the meeting are advised from the start that the discussions will not bind the authority to any particular course of action, that the meeting is properly recorded on the application file and the record of the meeting is disclosed when the application is considered by the Committee.
- **Do** otherwise:-
 - follow the rules on lobbying;
 - consider whether or not it would be prudent in the circumstances to make notes when contacted; and
 - report to the Head of Planning and Transportation any significant contact with the applicant and other parties, explaining the nature and purpose of the contacts and your involvement in them, and ensure that this is recorded on the planning file.

In addition, in respect of presentations by applicants/developers:

- **Don't** attend a private planning presentation not open to the general public unless an officer is present and/or it has been organised by officers.
- **Do** attend a public meeting or exhibition to gather information about planning proposals.
- **Do** ask relevant questions for the purposes of clarifying your understanding of the proposals.
- **Do** remember that the presentation is not part of the formal process of debate and determination of any subsequent application; this will be carried out by the Development Committee.
- **Do** be aware that a presentation is a form of lobbying – you can express views, but must not give an indication of how you or other Members might vote.

F. Lobbying of Councillors

- **Do** explain to those lobbying or attempting to lobby you that, whilst you can listen to what is said, it prejudices your impartiality and therefore your ability to participate in the Committee's decision making to express an intention to vote one way or another or such a firm point of view that it amounts to the same thing.
- **Do** remember that your overriding duty is to the whole community not just to the people in your ward and, taking account of the need to make decisions impartially, that you should not improperly favour, or appear to improperly favour, any person, company, group or locality.
- **Do** promptly refer to the Head of Planning and Transportation any offers made to you of planning gain or constraint of development, through a proposed s.106 Planning Obligation or otherwise.
- **Do** inform the Monitoring Officer where you feel you have been exposed to undue or excessive lobbying or approaches (including inappropriate offers of gifts or hospitality), who will in turn advise the appropriate officers to investigate.
- **Do** note that, unless you have a personal and prejudicial interest, you will not have fettered your discretion or breached this Planning Code of Good Practice through:-
 - listening or receiving viewpoints from residents or other interested parties;
 - making comments to residents, interested parties, other Members or appropriate officers, provided they do not consist of or amount to pre-judging the issue and you make clear you are keeping an open mind;
 - attending a meeting with the developer or applicant organised by the Head of Planning and Transportation that is conducted in accordance with the rules set out in the Code of Conduct and this good practice guide;
 - seeking information through appropriate channels; or
 - being a vehicle for the expression of opinion or speaking at the meeting as a Ward Member, provided you explain your actions at the start of the meeting or item and make it clear that, having expressed the opinion or ward/local view, you have not committed yourself to vote in accordance with those views and will make up your own mind having heard all the facts and listened to the debate.

G. Lobbying by Councillors

- **Don't** become a member of, lead or represent an organisation whose primary purpose is to lobby to promote or oppose planning proposals. If you do, you will have fettered your discretion and are likely to have a personal and prejudicial interest.
- **Do** feel free to join general interest groups which reflect your areas of interest and which concentrate on issues beyond particular planning proposals, such as the Victorian Society, Ramblers Association or a local civic society, but disclose a personal interest where that organisation has made representations on a particular proposal and make it clear to that organisation and the Committee that you have reserved judgment and the independence to make up your own mind on each separate proposal.
- **Don't** excessively lobby fellow councillors regarding your concerns or views nor attempt to persuade them that they should decide how to vote in advance of the meeting at which any planning decision is to be taken.
- **Don't** decide or discuss how to vote on any application at any sort of political group meeting, or lobby any other Member to do so. Political Group Meetings should never dictate how Members should vote on a planning issue.

H. Site Visits

- **Do** request an early site visit if you think one is required.
- **Do** try to attend site visits organised by the Council where possible.
- **Don't** request a site visit unless you feel it is strictly necessary because:
 - particular site factors are significant in terms of the weight attached to them relative to other factors or the difficulty of their assessment in the absence of a site inspection; or
 - there are significant policy or precedent implications and specific site factors need to be carefully addressed.
- **Do** ensure that you treat the site visit only as an opportunity to seek information and to observe the site.
- **Do** ask the officers at the site visit questions or seek clarification from them on matters which are relevant to the site inspection.
- **Don't** hear representations from any other party, with the exception of the Ward Member(s) whose address must focus only on site factors and site issues. Where you are approached by the applicant or a third party, advise them that they

should make representations in writing to the authority and direct them to or inform the officer present.

- **Don't** express opinions or views to anyone.
- **Don't** enter a site not open to the public which is subject to a proposal other than as part of an official site visit, even in response to an invitation, as this may give the impression of bias unless:-
 - you feel it is essential for you to visit the site other than through attending the official site visit,
 - you have first spoken to the Head of Planning and Transportation about your intention to do so and why (which will be recorded on the file) and
 - you can ensure you will comply with these good practice rules on site visits.

I. Public Speaking at Meetings

- **Don't** allow members of the public to communicate with you during the Committee's proceedings (orally or in writing) other than through the scheme for public speaking, as this may give the appearance of bias.
- **Do** ensure that you comply with the Council's procedures in respect of public speaking.

J. Officers

- **Don't** put pressure on officers to put forward a particular recommendation (this does not prevent you from asking questions or submitting views to the Head of Planning and Transportation, which may be incorporated into any Committee report).
- **Do** recognise that officers are part of a management structure and only discuss a proposal, outside of any arranged meeting, with a Head of Service or those officers who are authorised by their Head of Service to deal with the proposal at a Member level.
- **Do** recognise and respect that officers involved in the processing and determination of planning matters must act in accordance with the Council's Code of Conduct for Officers and their professional codes of conduct, primarily the Royal Town Planning Institute's Code of Professional Conduct. As a result, planning officers' views, opinions and recommendations will be presented on the basis of their overriding obligation of professional independence, which may on occasion be at odds with the views, opinions or decisions of the Committee or its Members.

- **Do** give officers the opportunity to report verbally on all applications reported to the Development Committee for determination.

K. Decision Making

- **Do** ensure that, if you request a proposal to go before the Committee rather than be determined through officer delegation following a Weekly List report, you discuss your reasons with the Head of Planning and Transportation.
- **Do** comply with section 38(6) of the Planning and Compulsory Purchase Act 2004 and make decisions in accordance with the Development Plan unless material considerations indicate otherwise.
- **Do** come to your decision only after due consideration of all of the information reasonably required upon which to base a decision, including any information presented through an addendum to a Committee report or reported verbally by officers.
- **Don't** vote or take part in the meeting's discussion on a proposal unless you have been present during the entire debate on any particular item, including the officers' introduction to the matter.
- **Do** make sure that if you are proposing, seconding or supporting a decision contrary to officer recommendations or the development plan, that you clearly identify and understand the planning reasons leading to this conclusion/decision. These reasons must be given prior to the vote and be recorded.
- **Do** be aware that in the event of an appeal the Council will have to justify the resulting decision and that there could, as a result, be a costs award against the Council if the reasons for refusal cannot be substantiated.

L. Training

- **Don't** participate in a vote at meetings dealing with planning matters if you have not attended the mandatory planning training prescribed by the Council.
- **Do** endeavour to attend any other specialised training sessions provided, since these will be designed to extend your knowledge of planning law, regulations, procedures, Codes of Practice and the Development Plans beyond the minimum referred to above and thus assist you in carrying out your role properly and effectively.