

Helen Zammett

**Planning and Regeneration**

P.O.Box 2, Town Hall, High Road,  
Ilford, Essex IG1 1DD

Please ask for XSian Evans (inactive)  
Direct line 0208 708 2926  
Fax 020 8708 2199  
Sian.Evans@redbridge.gov.uk

Our ref 1212/11  
Your ref  
Date 11 October 2011

Dear Sir or Madam,

**Location: 31, Nutter Lane, London, E11 2HZ**  
**Proposal: Demolish existing single storey dwelling. Two new four bedroom houses.**  
**CONSERVATION AREA CONSENT**

This application is on the agenda of cases to be considered by this Council's meeting of West RPC, 19 October 2011.

Agendas are available for inspection at the Councils One Stop Shop, Lynton House, 255-259 High Road, Ilford; from 8.45-4.30pm (Mon, Tues, Thurs & Fri) and 9.30-4.30pm on Wednesdays; and Council Libraries from the Saturday prior to the meeting. Copies of individual reports are available on the Council's internet site or can be printed out at the One Stop Shop (a small charge of 10p per sheet will be made for this).

You are welcome to attend this meeting, which will be held at **Sir James Hawkey Hall, Broomhill Road, Woodford Green IG8**, commencing at **7.15pm**. However, since there are number of application reports to be considered, you may have to wait until late in the evening before the case in which you are interested is considered. It is also possible that Members of the Committee will want to visit sites before making a decision, in which cases consideration of the item will be deferred to a future meeting.

The committee will consider the matters you have raised but **if you wish to speak** at this meeting I must ask you to **advise the Committee Officer** of your intentions by the working day before the day of the meeting. Please do this by telephoning her as soon as possible and **before 5.00pm ON THE WORKING DAY BEFORE THE DAY OF THE MEETING** (SEE ALSO ATTACHED NOTES). The Committee Officer, **Connie Grant** can be contacted direct by telephone on **020 8708 2448**. Please be ready to advise him of the site address of the planning application concerned and the application number (shown above).

Yours faithfully,  
**XSian Evans (inactive)**

## GUIDANCE FOR SPEAKERS AT REGIONAL PLANNING COMMITTEE

People wishing to speak at Committee must :-

- (a)** Inform the Committee Officer (**Connie Grant on 020 8708 2448**) by 5.00pm on the working day before the day of the meeting that they wish to speak; **and**  
**(b)** Report to the Committee Officer at the entrance to the public seating area between 6.45pm and 7.10pm on the evening of the meeting.

### RULES FOR SPEAKING

1. A maximum of three speakers will be allowed per application report as follows:-
  - (a) The Applicant or their agent;
  - (b) Two other speakers (with priority for these places being given to objectors)
2. All speakers will be given a maximum of two minutes to make their representations (NB - Time limits will be strictly adhered to and you are therefore advised to rehearse your address to ensure that the points you wish to make can be made within the time permitted.)
3. If more than 3 persons wish to speak, as detailed in 1 above, the speakers list is compiled on a first come, first served basis and those registering first will therefore be given preference. However, a reserve list is also operated; should a speaker not turn up, a speaker from the reserve list will be called. Furthermore, at the Chairman's discretion, further speaker(s) from the reserve list may be called depending on circumstances.
4. Speakers may be represented if they wish e.g. by a friend/relative or professional. (Except in the case of the agent who has submitted the application, if an applicant wishes to appoint an agent/representative to speak on their behalf, the applicant must contact the Committee Officer personally, in order to ensure that representatives are authorised).
5. Speakers will be required to stick to relevant planning considerations and to avoid repetition of points already made (guidance will be given by the Chair of the meeting if deemed necessary).

NB - Relevant matters could include - impact on the area (e.g. appearance, parking, loss of open space, effect on traffic), Local Development Framework policies, effect on amenity of surrounding properties (e.g. loss of sunlight or privacy, excessive disturbance). The Regional Committee could not normally take into account - devaluation of property; personal circumstances of the applicant; concerns relating to infringement of legal rights (including boundary disputes), infringement of rights to light or restrictive covenants or nuisance caused by construction; structural details. Many of these are matters subject to legislation other than the Planning Acts or are matters which do not directly concern the Local Planning Authority and must be resolved between the adjoining owners privately.

6. The public are not to use the public participation proceedings at Council, Committee or Regional Committee meetings to pursue a complaint against the Council, whether in a personal, private, business or professional capacity, where other complaint channels exist (for example the Local Government Ombudsman, the Council's complaints procedure, etc) or where a complaint is already being pursued through the complaint channels.
7. Speakers may be questioned by Councillors following their submission.
8. Council Officers will be asked to respond to any new points raised by Speakers.
9. Speakers will have no right of reply to the Councillors' deliberations.
10. Finally, while the Council will endeavour to operate these rules reasonably and with some flexibility, any ruling from the Chair of the meeting will be final.

### **PLEASE NOTE :-**

**"The public are not to use the public participation proceedings at Council, Committee or Regional Committee meetings to pursue a complaint against the Council, whether in a personal, private, business or professional capacity, where other complaint channels exist (for example the Local Government Ombudsman, the Council's complaints procedure, etc) or where a complaint is already being pursued through the complaint channels". (Standing Order 54.11)**

**If you have any queries on the guidelines please contact Connie Grant on 020 8708 2448.**