



30th March 2022  
Reference No: **S22/0091**

Dear Sir/Madam

**PUBLIC SPEAKING AT THE PLANNING COMMITTEE**

**Application Type:** Full Planning Permission  
**Proposal:** Change of use of land to use as residential caravan site for two gypsy families, each with 3 caravans including no more than one static caravan, together with formation of new access, laying of hardstanding, erection of 2 utility buildings and installation of package sewage treatment plant.  
**Location:** 1A The Lodges, Main Street, Carlton Scroop Grantham  
Lincolnshire

I refer to the above planning application that will be reported to the Planning Committee on **7th April 2022**.

You are welcome to attend the Committee meeting held in The Council Chamber, South Kesteven House, St Peter's Hill, Grantham, NG31 6PZ and this will be necessary if you wish to speak at the meeting. **The meeting will start at 1:00PM.** If you only wish to observe the meeting and not speak, the Council's preference at this time is that this is done remotely to avoid unnecessary social contact. The meeting will be broadcast live on YouTube at <https://www.youtube.com/user/SouthKestevenDC>.

On occasions, due to unforeseen circumstances, the start may be delayed, and I trust this will not inconvenience you should this happen. The Committee report will be available to be viewed via the SKDC website 7 days before the meeting by clicking on the following link: -  
<http://moderngov.southkesteven.gov.uk/ieListMeetings.aspx?CId=165&Year=0>

If you wish to speak at the meeting, you should notify Democratic Services by email to [democracy@southkesteven.gov.uk](mailto:democracy@southkesteven.gov.uk) at least 24 hours prior to the start of this meeting. Bank Holidays on the Monday prior to the meeting do not count.

**Please see overleaf a document that sets out in more detail the protocol for public speaking at Committee.**

Please note that facemasks/face coverings should be worn at all times when moving around within the Council Chamber and when in communal areas. Masks may be removed when seated in the Council Chamber.

Should you require any clarification of the above points, please do not hesitate to email the Democratic Services Team on [Democracy@southkesteven.gov.uk](mailto:Democracy@southkesteven.gov.uk), or the Planning Case Officer using the contact details above.

Yours faithfully

**Emma Whittaker**  
**Assistant Director Of Planning**

South Kesteven District Council  
St Peter's Hill, Grantham,  
Lincolnshire NG31 6PZ

☎ 01476 406080  
[www.southkesteven.gov.uk](http://www.southkesteven.gov.uk)

## **PUBLIC SPEAKING AT THE PLANNING COMMITTEE**

**7th April 2022**

- Any person wishing to speak at the Meeting shall notify Democratic Services at [democracy@southkesteven.gov.uk](mailto:democracy@southkesteven.gov.uk) at least 24 hours prior to the Meeting. Any Bank Holidays on the Monday prior to the meeting do not count.
  - Any person failing to make such a notification will not be allowed to speak.
  - Notification will not necessarily guarantee a right to speak.
  - If you would like to include photographs or other information as part of your presentation to the Committee, please send the information in an electronic format (e-mail with attachments, memory stick or disc) to the case officer at least one working day before the meeting.
  - If you are submitting hard copy information, please send it to the relevant case officer at least two working days before the meeting.
1. All speakers and questions are at the Committee Chairman's (or Vice-Chairman's) discretion.
  2. Public speaking is only permitted on applications that are being considered for the first time. Proposals that have previously been before the Committee, with no formal decision reached, are excluded from further public speaking.
  3. The application will initially be given a short presentation by the relevant Case Officer.
  4. The order of addressing the Committee will be:-
    - (i) Ward Members
    - (ii) Any representative from the Town/Parish Council
    - (iii) Objectors to the application
    - (iv) Any supporter of the application
    - (v) The applicant or agent for the application.
  5. Each person is allowed to speak for a maximum of 3 minutes (5 minutes for Ward Members) and must be prepared to answer questions for information put by Members. Any person wishing to show photographs or supply other material during their 3 minute period should send it to the Case Officer 2 working days prior to the meeting.
  6. Only one speaker for the applicant (as (iv) above) or for the Town/Parish Council (as (i) above) will be allowed to speak. If there are several supporters or objectors to an application then they are encouraged to appoint a representative to present a joint case.
  7. Numbers of objectors who can speak will be dependent on the time of the meeting. The Chairman shall ensure equity of opportunity between the various parties.
  8. Questions can only be asked by Committee Members and not by speakers. Other than for the purposes of clarification, questions to Planning Officers shall not be asked and opinions by Members should not be made, to avoid prejudicing the final Committee decision.
  9. Questions are limited to the applicant or their agent and shall not exceed 10 minutes in total.
  10. Speakers are advised that comments should be limited to "material planning matters". Any derogatory or defamatory remarks may leave speakers open to legal action.