

**Peak District National Park Authority**  
Tel: 01629 816200  
Fax: 01629 816310  
E-mail: customer.service@peakdistrict.gov.uk  
Web: www.peakdistrict.gov.uk  
Minicom: 01629 816319  
Aldern House, Baslow Road, Bakewell, Derbyshire. DE45 1AE



Our Ref: A.\*\*\*\*  
Date: Deadline(pubagenda)



## NOTICE OF MEETING

Meeting: **CommitteeName**  
Date: **MeetingDate**  
Time: **MeetingTime**  
Venue: **MeetingLocation**

JIM DIXON  
CHIEF EXECUTIVE

## AGENDA

### Site Visits

Please note that any of the above planning applications may be subject to an informal site visit by Members of the Committee. The site visits will normally take place on the Thursday preceding the Friday Committee meeting.

Applicants will all be aware that a site visit may occur but they will only be specifically notified of the site visit if it is necessary for Members to gain entry to the land involved.

### Delegated Items

Delegated decisions on planning applications can be viewed on the Authority's website at [www.peakdistrict.gov.uk/index/living-in/planning/planning-search/delegated-items](http://www.peakdistrict.gov.uk/index/living-in/planning/planning-search/delegated-items)

### Viewing Application Plans on the Website

The detailed plans relating to applications can be viewed on the Authority's website at [www.peakdistrict.gov.uk/index/living-in/planning/planning-search](http://www.peakdistrict.gov.uk/index/living-in/planning/planning-search)

### Duration of Meeting

In the event of not completing its business within 3 hours of the start of the meeting, in accordance with the Authority's Standing Orders, the Committee will decide whether or not to continue the meeting. If the Committee decides not to continue the meeting it will be adjourned and the remaining business considered at the next scheduled meeting.

If the Authority has not completed its business by 1.00pm and decides to continue the meeting the Chair will exercise discretion to adjourn the meeting at a suitable point for a 30 minute lunch break after which the committee will re-convene.

## ACCESS TO INFORMATION - LOCAL GOVERNMENT ACT 1972 (as amended)

### Agendas and reports

Copies of the Agenda and Part A reports are available for members of the public before and during the meeting. These are also available on the website [www.peakdistrict.gov.uk](http://www.peakdistrict.gov.uk).

### **Background Papers**

The Background Papers referred to in each report are divided into PART A and PART B. PART A papers are available for inspection by the Public, by appointment. PART B papers contain 'Exempt or Confidential Information' and are not available for Public inspection. An appointment can be made to inspect the PART A background papers at the National Park Office, Bakewell by contacting Mrs K Zubertowski on 01629 816336.

### **Public Participation**

Anyone wishing to participate at the Committee meeting under the Authority's Public Participation Scheme is required to give notice to the Director of Corporate Resources to be received not later than 12.00 noon on the Wednesday preceding the Friday meeting. The Scheme is available on the website [www.peakdistrict.gov.uk](http://www.peakdistrict.gov.uk) or on request from Democratic Services 01629 816362, email address: [democraticservices@peakdistrict.gov.uk](mailto:democraticservices@peakdistrict.gov.uk), fax number 01629 816310.

Speakers at the Committee meeting should ensure that their comments are restricted to material planning considerations. Speakers may wish to endorse points made by other speakers but should avoid repeating detail. The Chair has the discretion to intervene if statements are repetitive.

### **Recording of Meetings**

The Local Government Act 1972 does not require the Authority to permit the recording of meetings by sound, video, film, photograph or any other means this includes blogging or tweeting, posts on social media sites such as facebook or publishing on video sharing sites. However, in the interests of helping the wider public observe and understand Authority decisions, requests to record and report on Authority and its Committees held in public will be allowed by the Monitoring Officer or their deputy providing it will not disrupt the meeting and is carried out in accordance with any published protocols and guidance. Please contact Democratic Services in advance of the meeting if you intend to record or report on a meeting.

The Authority uses an audio sound system to make it easier to hear public speakers and discussions during the meeting and to make a digital sound recording available after the meeting. The recordings will usually be retained only until the minutes of this meeting have been confirmed.

### **Submission of Information**

The public and applicants/agents should not circulate information at the Committee meeting. In exceptional cases this may be allowed at the discretion of the Chair.

### **Written Representations**

Written representations received on items are summarised in the published report. Except for statutory consultees, all representations including those from applicants received after 12 noon on the Wednesday before the Friday meeting will not be reported unless exceptionally, in the case of factual information received from applicants, it is the officer view that this information needs to be reported in the interests of proper decision making.

Where representations are received after the publication of the Committee report and prior to the Wednesday 12 noon deadline and the representee wishes to speak at the Committee meeting, officers will not summarise the contents of the representation.

### **General Information for Members of the Public Attending Committee Meetings**

Information on Public transport from surrounding areas can be obtained from Traveline on 0871 200 2233 or on the website at [www.travelineeastmidlands.co.uk](http://www.travelineeastmidlands.co.uk).

Please note that there is no catering provision for members of the public during meal breaks. However, there are cafes, pubs and shops in Bakewell town centre, approximately 15 minutes walk away.

**To: Members of CommitteeName:**

Chair: ChairExpectedShortList  
Vice Chair: ViceChExpectedShortList

MembersExpectedShortCells

**Part A Copies for information to:**

Constituent Authorities  
Natural England  
Secretary of State for the Environment