



Dawn Drury – Town Clerk
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To All Members of the Planning and Development Committee: Cllrs Dave Biddleston, David Brassington, Deb Cooper, Clive Fricker (Chair), Alan Greenfield, Andy McGuinness and Jonathan Wallcroft.

c.c. All other Councillors

Dear Councillor

You are invited to an **EXTRAORDINARY** meeting of the **PLANNING & DEVELOPMENT COMMITTEE** on **Monday 20th February 2023** commencing at **5.00pm** in the **Town Council Office, 15 – 17 Temple Street, Keynsham.**

Signed on 13th February 2023

A handwritten signature in black ink, appearing to read "Dawn Drury".

Dawn Drury

By Dawn Drury, Town Clerk

EMERGENCY EVACUATION PROCEDURE

Procedures will be presented at the start of the meeting.

Arrangements are in place for the safe evacuation of disabled people.

THIS MEETING MAY BE FILMED OR RECORDED (PLEASE REFER TO THE TOWN COUNCIL'S PROTOCOL ON THE FILMING AND RECORDING OF LOCAL COUNCIL AND COMMITTEE MEETINGS (adopted August 2014).

PLANNING & DEVELOPMENT COMMITTEE AGENDA 20th FEBRUARY 2023.

1. APOLOGIES FOR ABSENCE

To receive apologies for absence.

2. DECLARATIONS OF INTEREST

To receive any Declarations of Interest under Keynsham Town Council's Code of Conduct (adopted on 16th April 2019) issued in accordance with the Localism Act 2011 and The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012, SI No. 1464 and as per Standing Order 3(v).

3. DISPENSATIONS

In accordance with Standing Order 13, to consider any requests for dispensations (for disclosable pecuniary interests) prior to the item(s) being discussed, that Members may only become aware of during the meeting itself and to receive any disclosures of decisions as per item 7 of Keynsham Town Council's Dispensations Policy and Procedure Guide.

RECOMMENDATION:

To receive requests for dispensations (for disclosable pecuniary interests) prior to an individual item(s) being discussed, that Members may only become aware of during the meeting itself.

4. RECORD OF PREVIOUS MEETINGS

RECOMMENDATION:

That the Minutes of the Planning & Development Committee meeting held on Monday 6th February 2023 (previously circulated) be confirmed as a true record and signed by the Chairman.

5. PUBLIC PARTICIPATION

In accordance with Standing Order 3(e)(ii), Members of the Public will have the opportunity to ask the Chairman any question concerning, or make observations upon, the business of the Council, at the start of the meeting, provided notice of the question along with the name and address of the member of public has been given to the Town Clerk at least four clear days before the meeting where possible, and in any case to the Chairman before the meeting. This also applies to all Committees of the Council.

RECOMMENDATION:

That the Chairman respond to any questions/observations. If the matter is not already tabled on the Agenda, the Council may move a motion to refer the matter to be itemised on the agenda of a successive meeting, but it cannot make any decisions on any matters raised at this meeting unless considered under a further item on this particular Agenda.

In accordance with Standing Order 3(e)(iii) With the agreement of the Chairman, Members of the Public may also speak on one single item detailed on the Agenda just prior to that item being discussed, unless otherwise agreed by the Chair, or Chair of the Committee. Each person may speak for not more than two minutes, with a maximum of two speakers per item in favour and two speakers per item against or at the Chairman's discretion. To facilitate the smooth running of meetings, Members of the Public will be asked to register their interest with the Town Clerk prior to the start of the meeting.

RECOMMENDED:

To note the members of the public who are wishing to speak on a particular Agenda item immediately before that item is to be discussed at the current meeting.

6. QUESTIONS ON NOTICE BY MEMBERS

In accordance with Standing Order 3(e) (iv) a Member may ask the Chairman any question concerning the business of the Council, provided that notice of the question has been given to the Town Clerk at least 4 clear days before the meeting where possible, and in any case to the Chairman before the meeting. The Chairman must rule out of order any statement that is not a question, and no question should lead to or result in a resolution with financial or staffing considerations. The options available to the Chairman in respect of a response include deferring the matter to a future Committee, providing an answer verbally at the meeting or providing an answer in writing.

7. SITE VISITS

To determine whether the Committee would wish to undertake site visits in relation to any of the planning applications listed below; if so, to adjourn the meeting for a specified period of time so as to undertake site visits, in accordance with Standing Order 10 (xvi).

8. CONSULTATION ON PLANNING APPLICATIONS

- 8.1 22/04812/FUL - 20 Warwick Road (REVISED PLANS)**
Erection of a one-bedroom dwelling at the rear of the property.

9. DATE OF NEXT MEETING

RECOMMENDATION:

That the next scheduled meeting of this Committee will be held in the **Baptist Church, High Street, Keynsham on Monday 6th March 2023 at 7.30 p.m.**