

HAVANT BOROUGH COUNCIL
CIVIC OFFICES
CIVIC CENTRE ROAD
HAVANT
HAMPSHIRE P09 2AX



Telephone: 023 9244 6019
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SITE VIEWING WORKING PARTY AGENDA

Membership: Councillor Keast (Chairman)

Councillors Patrick (Vice-Chairman), Blades, Coates, Denton, Linger, Milne, Patel, Rason, Scannell and Weeks

Relevant Ward Councillors

Councillors Coates, Raines and Turner

Meeting: Site Viewing Working Party

Date: 26 October 2023

Time: 1.00 pm

Will Members please meet in the Public Service Plaza's Reception and remember to bring with them their copy of the agenda for the next meeting of the Planning Committee, reflective waistcoats/coats and wear appropriate footwear.

Members not on the Working Party are invited to meet with the Working Party onsite for applications within their wards or of general interest. Members intending to meet the Working Party onsite or wish to speak to me during the meeting of the Working Party are requested to contact me on 02392 446233.

Councillors are reminded that visits to sites/neighbouring land can only be undertaken with the agreement of the landowner(s) concerned. If such agreement is not forthcoming the Planning Committee will need to rely on the report of the Officers authorised to gain entry under s324 of the Town and Country Planning Act 1990 and s88 of the Listed Buildings Act as these Acts do not automatically give the SVWP the right to enter private property. Councillors and Officers should also remember that when undertaking a site inspection on private property that they should be aware of this fact and care should be taken not to interfere with or damage any property. If a Councillor wishes to take photographs from the application or a third party site he or she should, as a matter of courtesy, seek the consent of the landowner. As Site Viewing is a meeting of the Council,

Councillors and Officers are reminded that they should conduct themselves accordingly while on site.

If any member needs to get in touch with the Working Party during the meeting they can be contacted on 07966 491886.

The business to be transacted is set out below:

Monday, 23 October 2023

Contact Officer: Ernest Lam 023 92446350
Email: Ernest.Lam@havant.gov.uk

	Page
1 Apologies	
To receive and record any apologies for absence.	
2 Declarations of Interests	
To receive and record any declarations of interests from Members present.	
3 Site Visits	
3a APP/23/00518 - 2 Bembridge Drive, Hayling Island, PO11 9LU	
Proposal: Creation of new second floor, balconies to first and second floors, three storey front extension, first and second floor rear extensions and erection of new double garage.	
(For Committee papers and reports see agenda for the Planning Committee to be held on the 02 November 2023)	

Extract From the Council's Constitution, Part Four, Section D, Councillors' Planning Code of Conduct

7 Site Visits/Inspections

- 7.1 Do try to attend site visits organised by the Council where possible.
- 7.2 Don't request a site visit unless you feel it is strictly necessary because:
 - 7.2.1 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
 - 7.2.2 there are significant policy or precedent implications and specific site factors need to be carefully addressed.
- 7.3 Do ensure that you report back to the Committee any information gained from the site visit that you feel would benefit all members of the Committee
- 7.4 Do ensure that you treat the site visit only as an opportunity to seek information and to observe the site.
- 7.5 Do ask the officers at the site visit questions or seek clarification from them on matters which are relevant to the site inspection.
- 7.6 Don't hear representations from any other party, with the exception of the Ward Councillor(s) who should 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.
- 7.7 Don't express opinions or views.
- 7.8 Don't enter a site 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:
 - 7.8.1 you feel it is essential for you to visit the site other than through attending the official site visit;
 - 7.8.2 you have first spoken to the Development Control Manager about your intention to do so and why (which will be recorded on the file); and
 - 7.8.3 you can ensure you will comply with these good practice rules on site visits.

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