



EAST AREA COMMITTEE



AGENDA – COMMITTEE ACTION SHEET

To: City Councillors: Blencowe (Chair), Owers (Vice-Chair), Benstead, Brown, Hart, Herbert, Johnson, Marchant-Daisley, Moghadas, Pogonowski, Saunders and Smart

County Councillors: Bourke, Harrison, Sadiq and Sedgwick-Jell

Dispatched: Wednesday, 10 October 2012

Date: Thursday, 18 October 2012

Time: 7.00 pm

Venue: Meeting Room - Cherry Trees Day Centre

Contact: James Goddard **Direct Dial:** 01223 457013

4 MATTERS & ACTIONS ARISING FROM THE MINUTES

(Pages 1 - 4)

Reference will be made to the Committee Action Sheet available under the 'Matters & Actions Arising From The Minutes' section of the previous meeting agenda.

General agenda information can be accessed using the following hyperlink:

<http://www.cambridge.gov.uk/democracy/ieListMeetings.aspx?Committeeld=147>

(Pages 1 - 4)

The East Area Committee agenda is usually in the following order:

- Open Forum for public contributions
- Delegated decisions and issues that are of public concern, including further public contributions
- Planning Applications

This means that planning items will not normally be considered until at least 8.30pm
- see also estimated times on the agenda.

Meeting Information

Open Forum

Members of the public are invited to ask any question, or make a statement on any matter related to their local area covered by the City Council Wards for this Area Committee. The Forum will last up to 30 minutes, but may be extended at the Chair's discretion. The Chair may also time limit speakers to ensure as many are accommodated as practicable.

Public Speaking on Planning Items

Area Committees consider planning applications and related matters. On very occasions some meetings may have parts, which will be closed to the public, but the reasons for excluding the press and public will be given.

Members of the public who want to speak about an application on the agenda for this meeting may do so, if they have submitted a written representation within the consultation period relating to the application and notified the Committee Manager that they wish to speak by **12.00 noon on the working day before** the meeting.

Public speakers will not be allowed to circulate any additional written information to their speaking notes or any other drawings or other visual material in support of their case that has not been verified by officers and that is not already on public file.

For further information on speaking at committee please contact Democratic Services on 01223 457013 or

democratic.services@cambridge.gov.uk.

Further information is also available online at

<http://www.cambridge.gov.uk/public/docs/Having%20your%20say%20at%20meetings.pdf>

The Chair will adopt the principles of the public speaking scheme regarding planning applications for general planning items and planning enforcement items.

Cambridge City Council would value your assistance in improving the public speaking process of committee meetings. If you have any feedback please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

Representations on Planning Applications

Public representations on a planning application should be made in writing (by e-mail or letter, in both cases stating your full postal address), within the deadline set for comments on that application. You are therefore strongly urged to submit your representations within this deadline.

Submission of late information after the officer's report has been published is to be avoided. A written representation submitted to the Environment Department by a member of the public after publication of the officer's report will only be considered if it is from someone who has already made written representations in time for inclusion within the officer's report.

Any public representation received by the Department after 12 noon two working days before the relevant Committee meeting (e.g. by 12.00 noon on Monday before a Wednesday meeting; by 12.00 noon on Tuesday before a Thursday meeting) will not be considered.

The same deadline will also apply to the receipt by the Department of additional information submitted by an applicant or an agent in connection with the relevant item on the Committee agenda (including letters, e-mails, reports, drawings and all other visual material), unless specifically requested by planning officers to help decision-making.

**Filming,
recording and
photography**

The Council is committed to being open and transparent in the way it conducts its decision-making. Recording is permitted at council meetings, which are open to the public. The Council understands that some members of the public attending its meetings may not wish to be recorded. The Chair of the meeting will facilitate by ensuring that any such request not to be recorded is respected by those doing the recording.

Full details of the City Council's protocol on audio/visual recording and photography at meetings can be accessed via:

www.cambridge.gov.uk/democracy/ecSDDisplay.aspx?NAME=SD1057&ID=1057&RPID=33371389&sch=doc&cat=13203&path=13020%2c13203.

Fire Alarm

In the event of the fire alarm sounding please follow the instructions of Cambridge City Council staff.

**Facilities for
disabled people**

Level access is available at all Area Committee Venues.

A loop system is available on request.

Meeting papers are available in large print and other formats on request prior to the meeting.

For further assistance please contact Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

**Queries on
reports**

If you have a question or query regarding a committee report please contact the officer listed at the end of relevant report or Democratic Services on 01223 457013 or democratic.services@cambridge.gov.uk.

**General
Information**

Information regarding committees, councilors and the democratic process is available at www.cambridge.gov.uk/democracy.

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COMMITTEE ACTION SHEET

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|----------------------|----------------------------|
| Committee | East Area Committee |
| Date | 18/10/12 |
| Circulated on | 19/10/12 |
| Updated on | 26/11/12 |

| ACTION | LEAD OFFICER/MEMBER | TIMESCALE | PROGRESS |
|---|--|------------------|--|
| <p><u>Open Forum</u></p> <p>Councilors Blencowe and Saunders to seek further information on St Martin's Church s106 funding application to inform the November East Area Committee.</p> | Councilors Blencowe and Saunders | 29 November 2012 | Project being considered at 29 November 2012 East Area Committee. |
| <p><u>Open Forum</u></p> <p>Councillor Owers to liaise with Matthew Sexton and Trevor Woollams regarding alternative funding for St Martin's Church redevelopment project.</p> | Councillor Owers and Head of Community Development | 29 November 2012 | Project being considered at 29 November 2012 East Area Committee. |
| <p><u>Open Forum</u></p> <p>In response to Dr Eva's question:</p> | Councillor Herbert or James Goddard | 29 November 2012 | Information regarding the process on the Community Right to Bid is available on the City Council's website: http://www.cambridge.gov . |

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| <p>Councillor Herbert or Committee Manager to enquire status of Engineer's House in Riverside ie if it was listed/protected as a community asset under the Community Right to Bid scheme.</p> | | | <p>uk/ccm/content/community-and-living/local-communities/community-right-to-bid-scheme.en</p> <p>Community groups can put forward sites to go on the list.</p> <p>The process commenced on Tuesday 16 October, so the Council can now receive nominations via forms/guidance on the Council webpages.</p> <p>Patsy Dell (Head of Planning) is the lead Officer for this.</p> <p>Councillor Herbert has progressed the Engineers House. Abbey resident is happy listed as a building of local interest and enjoys a level of protection.</p> |
| <p><u>Open Forum</u></p> <p>In response to Dr Eva's question:</p> <p>Councillor Blencowe to raise issue at Area Chair's Briefing of adding climate change initiatives as a regular item on committee agendas in future.</p> <p>Councillor Blencowe will ask if there is</p> | <p>Councillor Blencowe</p> | <p>29 November 2012</p> | |

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| support and funding available to undertake this work. | | | |
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