

NORTH EAST AREA COMMITTEE

A G E N D A

Date: Tuesday 19th January 2010 at 6.00 pm
Venue: Sandhills Primary School, Terret Avenue

Voting Members of the Committee

Barton and Sandhills Ward	Councillor Chris Scanlan – tel. 07970 069148 Councillor Patrick Murray – tel. 07891 330778
Churchill Ward	Councillor Joe McManners – tel. 07758 601604 Councillor Mark Lygo – tel. 07918 635395
Headington Ward	Councillor David Rundle – tel. 07980 894147 Councillor Ruth Wilkinson – tel. 07789 368300
Headington Hill and Northway Ward	Councillor Mohammed Altaf-Khan - tel. 01865 798777 Councillor Roy Darke - 01865 790670
Marston Ward	Councillor Mary Clarkson – tel. 01865 751493 Councillor Beverley Hazell – tel. 07758 210722
Quarry and Risinghurst Ward	Councillor Laurence Baxter – tel. 01865 252414 Councillor Dee Sinclair – tel. 01865 765 260

Non-Voting Members of the Committee

County Councillors

(Barton & Churchill)	Councillor Liz Brighthouse OBE - 01865 766995 Councillor Roz Smith - 01865 741872
(Headington & Marston)	Councillor Mohammed Altaf-Khan Councillor Roy Darke

Parish Councillors

Old Marston Parish Council	Councillor Councillor Nils Bartleet - 01865 722773 (deputy: Councillor Wally Cox - 01865 245154)
Risinghurst and Sandhills Parish Council	Councillor Les Foster-Barnes - 079400 50528

The quorum for area committees is one half of the total number of voting members on the committee. For this area committee the quorum is 6 members of the City Council, below which the meeting cannot take place or continue

If you have any special needs, please contact us, giving as much notice as possible, before the meeting.

Who to contact at the Council

Angela Cristofoli (Communities and Neighbourhoods Manager)

Tel: (01865) 252688, email: acristofoli@oxford.gov.uk

Angela Fettiplace (Area Planning Officer)

Tel: (01865) 252445, email: afettiplace@oxford.gov.uk

Dave Walker (Streetscene Officer)

Tel: 01865 252900 / 07710 384748 email: dwwalker@oxford.gov.uk

Colin Gregory (Democratic Services Officer)

Tel: (01865) 252415, email: cgregory@oxford.gov.uk

Public Involvement

The Committee looks forward to people attending its meetings and hearing their views.

Any member of the public may speak on any agenda item or during the **Open Session** for no more than five minutes at the discretion of the Chair, whose decision is final. Anyone wishing to speak in the Open Session or on a **planning application** should fill in a **Speaker's Form** and give it to the Area Co-ordinator. Forms are available before the start of the meeting.

During the Open Session any member of the public present or any co-opted member shall be permitted to raise any matter related to the area. Speakers are asked not to raise subjects that are already included on the agenda.

Parks and Streetscene Issues

Dave Walker, Area Neighbourhood Environmental Action Team Co-ordinator, and a Street Warden, will be available before the meeting to answer your questions and deal with any issues about the local streetscene or parks and open spaces.

They will be available from 5.30 – 6.00 prior to the meeting and will also stay for a short while once the Area Committee starts, and continue to be available aside from the main meeting until 6.30.

Dates and venues of meetings 2009/10 - All beginning at 6.00pm

January 19 Sandhills Primary School, Terret Avenue, Sandhills

February 16 Marston British Legion, Hadow Road

February 18 Marston British Legion, Hadow Road

March 16

March 18

April 20

April 22

The second meeting in the month will only take place if necessary to deal with any outstanding planning matters.

How to obtain agendas for the North East Area Committee

In order to reduce our use of resources, our carbon footprint and our costs we will no longer be producing paper copies of agenda over and above our minimum internal and Council member requirement. Paper copies may be looked at in our Town Hall and Ramsay House (St. Ebbe's Street) reception areas and at public libraries.

A copy of the agenda may be:-

- Viewed on our website – www.oxford.gov.uk/councilmeetings
- Downloaded from our website
- Subscribed to electronically by registering online at www.oxford.gov.uk/bulletins
- Sent to you in hard copy form upon payment of an annual subscription. The subscription to this agenda for one year is £67.00

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Councillors serving on the Committee are asked to declare any personal or prejudicial interest they have in any of the agenda items. **Guidance on this is set out below.**

3. OPEN SESSION

Please see the section above on Public Involvement.

Anyone wishing to speak during the Open Session or on any agenda item is asked to fill in a Speakers' Form, circulated at the start of the meeting, and hand it to the Area Co-ordinator.

4. BARTON AREA ACTION PLAN

Members of the North East Area Committee are asked to confirm their support for the aims of the Area Action Plan and progress made to date.

**Contact officer: Rachel Williams, Principal Planner
Tel: 01865 252170; email: rwilliams@oxford.gov.uk**

5. BURY KNOWLE PARK IMPROVEMENTS AND MANAGEMENT PLAN

The North East Area Committee is recommended to endorse the Bury Knowle Park Management Plan 2009-2019. The Committee is also asked to choose an option towards funding.

Contact officer: Caroline Chanides, Parks Development Officer

Tel: 01865 252437; email: cchanides@oxford.gov.uk

6. 2009/10 AREA COMMITTEE REVENUE BUDGET PROJECT PROPOSALS

North-East Area Committee is asked to consider the projects listed in section 4 and indicate priorities for spend of the general revenue budget and social inclusion budget.

Contact officer: Angela Cristofoli, Neighbourhood Development Manager

Tel: 01865 252688; email: acristofoli@oxford.gov.uk

7. PLANNING APPLICATIONS

Anyone wishing to speak on a planning application is asked to fill in a Speakers' Form. The procedure for determining planning applications is set out at the end of the agenda below. Further information on planning matters is available at www.oxford.gov.uk/planning.

Type of Function: Council Function

Reports of the Head of City Development

Contact: Angela Fettiplace, Area Planning Officer:

Tel: 01865 252445, email: afettiplace@oxford.gov.uk

FOR DETERMINATION BY THE COMMITTEE

a. 6/7 Collinwood Close – 09/02329/FUL

Erection of two detached dwellings. Access, parking and landscaping.

Officers' Recommendation: Approve subject to conditions.

b. 1 Nicholas Avenue – 09/02329/FUL

Two storey side extension.

Officers' Recommendation: Approve subject to conditions.

8. MONTHLY PLANNING APPEALS PERFORMANCE UPDATE

Report of the Head of City Development

Contact: Michael Crofton-Briggs, Head of City Development

Tel: 01865 252360, email: mcrofton-briggs@oxford.gov.uk

9. MINUTES

Minutes of the meeting held on 15th December 2009.

10. CONFIDENTIAL MATTERS

If the Committee wishes to exclude the press and the public from the meeting during consideration of any aspects of the preceding or following agenda items it will be necessary for the Committee to pass a resolution in accordance with the provisions of Section 100A(4) of the Local Government Act 1972 specifying the grounds on which their presence could involve the likely disclosure of exempt information as described in specific paragraphs of Part 1 of Schedule 12A of the Act if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

DECLARATIONS OF INTEREST BY COUNCILLORS SERVING ON THE COMMITTEE

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to gain or lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interest, which you must register.

What do I need to do if I have a personal interest?

You must declare it when you get to the item on the agenda headed “Declarations of Interest” or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

What is a prejudicial interest?

You have a prejudicial interest in a matter if;

- (a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- (b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- (c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

What do I need to do if I have a prejudicial interest?

You must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA COMMITTEES AND STRATEGIC DEVELOPMENT CONTROL COMMITTEE (SDCC)

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's development plans unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed:

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material.
2. At Area Committees applications will either be dealt with as a separate section on the agenda so that it is clear to all present that the nature of the meeting has changed from being participatory, or if necessary at a separate meeting. The Chair will make an announcement to this effect and will clarify for all present which Members are entitled to vote.
3. The sequence for each application shall be as follows:-
 - (a) The Planning Officer will introduce;
 - (b) Parish and County Councillors may speak for up to 5 minutes in total provided that the application lies within their parish or division;
 - (c) Any objectors may speak for up to 5 minutes in total;
 - (d) Any supporters may speak for up to 5 minutes in total;
 - (e) Speaking times may be extended by the Chair provided that equal time is given to both sides
 - (f) Voting members of the Committee may ask questions (which shall be directed via the Chair to the relevant Officer or speaker);
 - (g) Voting members will debate and determine the application.
4. Members of the public wishing to speak must complete a "Planning Speakers" form and hand it to the Area Co-ordinator or Democratic Services Officer or the Chair before the planning part of the meeting commences or alternatively you can e-mail northeast@oxford.gov.uk before 10.00 am on the day of the meeting, giving details of the your name, the application/agenda item you wish to speak on and whether you are objecting or supporting the application. No documents may be referred to unless they have been circulated to all parties at least 48 hours before.
5. All representations should be heard in silence and without interruption. The Chair should discourage disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting.
6. Members should not:-
 - (a) Rely on considerations which are not, in law, material;
 - (b) Question the personal integrity or professionalism of officers in public;
 - (c) Proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that determination have been formulated.
 - (d) Seek to re-design, or negotiate amendments to, an application (but the committee may impose appropriate conditions).